

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
June 16, 2014, Monday**

Present: Patrick O'Connor, Vice Chairman
Jane Hackett, Councilor
Rebecca Haugh, Councilor
Brian McDonald, Councilor

Not Present: Michael Molisse, Chairman

Also Present: Susan M. Kay, Mayor
William McKinney, Chief Financial Officer
George Lane, Town Solicitor
Richard Swanson, Town Auditor
Kathy Deree, Town Clerk
Kenan Connell, DPW Director
James Clarke, Director, Planning & Community Development
Walter Flynn, Chair, Community Preservation Commission
Dan McCormack, Director, Health Department
Jeff Richards, Director, Building Department
Richard Grimes, Chief, Weymouth Police Department
Joseph Comperchio, Capt. Weymouth Police Department
Keith Stark, Chief, Weymouth Fire Department
Lee Hultin, Asst. Town Clerk
Rob McLean, Director, Libraries
Michael Gallagher, Director, Administrative Services
George Pontes, Veterans' Agent
Garry Pelletier, Asst. Superintendent of Schools

Recording Secretary: Mary Barker

Vice Chairman O'Connor called the meeting to order at 6:05 PM.

Review and Discuss General Government Budgets with Chief Financial Officer and Applicable Department Heads

Michael Gallagher reviewed several administrative budgets in a Power Point presentation:

Mayor's Office

- Organizational chart
- Insurance policy schedule/including grants
- Bra/Wey –these are expenses shared with Braintree for Pond Meadow Park

- MA Municipal Assoc. Mr. Gallagher noted that at the last meeting Councilor Hackett brought up her concern with this; the town holds a current membership and it covers all appointed and elected officials.

Information Services

- Organizational chart and functions reviewed that includes GIS, MUNIS, desktop support, WEBMASTER/help desk, server, network & server support
- All step and COLA increases for non union personnel included in this budget
- Software products were reviewed: includes Microsoft, Exchange, support and client access licenses, backup software, DPW, and capital asset tracking
- No database person on staff/ services are outside sourced for firewall and website support (hosted offsite)
- \$10,000 included for upgrades- each year some upgrades are made to keep current
- Property viewer reviewed
- Microsoft agreements; these increased in pricing for software support
- Utilities- network architecture (not fiber in every building- the goal is eventually to provide connectivity to all). Capital funds from Comcast used to expanded fiber to Fogg and Hamilton School to provide bandwidth. Tufts and Murphy remain. There are timeout issues that need to be resolved before PARCC testing takes place

Goals and Objectives- these were provided to the committee.

Veterans' Services

- Organizational chart
- Copier sharing- because of the sensitive nature of much of the services, a proprietary machine is necessary
- Benefits- these are reasonable costs
- Goals and Objectives

Parks and Recreation

- Organizational Chart reviewed with recent changes/additions
- Increase in salaries is due to steps and a reclassification (change of scope)
- Lifeguards are charged to operational budget (moved from revolving account) exceptional program-this is an affordable program for families
- Rent lease- bus for summer and exceptional programs
- Revolving account- pays for all programs run by Parks & Rec and is fairly self-sustaining
- FEE schedule- booklet- includes no increases this year.

Goals & Objectives were provided to the committee

Civil Defense-Emergency Management

- Organizational Chart – department consists of 2 employees and volunteers (there are currently 37 which is the same as FY14. Discussions are underway to solicit more volunteers
- Grants-they have received some grants over the last few years that has allowed them to create an emergency OPS center at the DPW (pc's, phones and can be self-contained) this was utilized during the last hurricane.

Goals & Objectives were provided to the committee.

Commission on Disabilities

- Organizational Chart was reviewed

Goals and Objectives were provided to the committee

Youth and Family Services

- Organizational chart –teen center director and a part-time assistant
- snack bar-generates revenue for the Teen Center

Goals & Objectives were provided to the committee.

Town Solicitor

- Organizational chart-full time Attorney and a part-time paralegal who works 20-25 hrs/wk
- Special Counsel-contracts/case by case assistance-successor agreement with Comcast/billing rate ranges
- Additional legal counsel on a case –by- case basis
- Pay invoices for outside of town resources (water& sewer, real estate)
- Tax title takings/title auctions – next will be held in September
- Claims and judgments- this covers deductibles, claims payments

Goals and objectives were provided to the committee.

Administrative Services

Elder Services

Human Resources

- Town buildings- listed
- Goals and Objectives

14 057J-Administrative Services

- Organizational chart

14 057T-Elder Services

- Organizational chart
- Salary breakdown and funding sources

- Increase in salary- due to non-union raises
- \$1500 pays for programs at Senior Center (the ones that are not entirely self sustaining)
- transportation expenses-transportation to Boston hospitals requiring chairlift

Goals & Objectives were provided to the committee.

14 057K-Human Resources

- Organizational Chart-includes 3 full-time positions, one which is currently unfilled – director (currently advertised)
- Educational reimbursement- includes non union employees only (1 employee has used- hope to expand- need to do better job of promoting it and will launch internal website since it is not avail to general public).
- Salary increases are due to step or non-union raises.

Goals and objectives were provided to the committee; the most imminent to get the director position filled.

Vote out the following measures for fiscal year 2015 budget:

14 057A -Town Council

A MOTION was made by Councilor Hackett to forward measure 14 057A-Town Council, in the amount of \$280,404 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057B-Mayor's Office

A MOTION was made by Councilor Hackett to forward measure 14 057B-Mayor's Office, in the amount of \$1,099,366 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057C-Reserve Fund

A MOTION was made by Councilor Hackett to forward measure 14 057C-Reserve Fund, in the amount of \$500,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057D-Municipal Finance

A MOTION was made by Councilor Hackett to forward measure 14 057D-Municipal Finance, in the amount of \$1,779,207 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. It was noted that the department is functioning without a treasurer, and while it is allowed by charter, it is a tremendous responsibility. UNANIMOUSLY VOTED.

14 057E-Town Solicitor

A MOTION was made by Councilor Hackett to forward measure 14 057E-Town Solicitor, in the amount of \$327,799 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057F-Information Services

A MOTION was made by Councilor Hackett to forward measure 14 057F-Information Services, in the amount of \$796,664 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057G-Town Clerk

A MOTION was made by Councilor Hackett to forward measure 14 057G-Town Clerk, in the amount of \$339,105 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057H-Planning and Development

A MOTION was made by Councilor Hackett to forward measure 14 057H-Planning and Development, in the amount of \$559,018 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057I-Town Building Maintenance

A MOTION was made by Councilor Hackett to forward measure 14 057I-Town Building Maintenance, in the amount of \$468,794 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057J-Administrative Services

A MOTION was made by Councilor Hackett to forward measure 14 057J-Administrative Services, in the amount of \$86,320 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057K-Human Resources

A MOTION was made by Councilor Hackett to forward measure 14 057K-Human Resources, in the amount of \$221,933 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057L-Police Department

A MOTION was made by Councilor Hackett to forward measure 14 057L-Police Department, in the amount of \$10,269,402 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057M-Fire Department

A MOTION was made by Councilor Hackett to forward measure 14 057M-Fire Department, in the amount of \$8,005,462 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

Both chiefs were commended for their creativity in maintaining services during difficult budgetary times.

14 057N-Licensing and Inspections

A MOTION was made by Councilor Hackett to forward measure 14 057N-Licensing and Inspections, in the amount of \$651,983 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057O-Department of Public Works

A MOTION was made by Councilor Hackett to forward measure 14 057O-Department of Public Works, in the amount of \$10,132,185 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

It was noted that the DPW also has been challenged with winter weather, field maintenance and permitting issues, Southfield developments and transitioning a new director but the priorities of the department are well targeted and the committee is hopeful.

14 057P-Health

A MOTION was made by Councilor Hackett to forward measure 14 057P-Health, in the amount of \$500,906 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

Also noted-the grant funding that pays for the salary of the Drug Free Coordinator expires in December, and funds will need to be found to keep the position.

14 057Q-Library

A MOTION was made by Councilor Hackett to forward measure 14 057Q-Library, in the amount of \$1,380,633 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057R-Veterans' Services

A MOTION was made by Councilor Hackett to forward measure 14 057R-Veterans' Services, in the amount of \$670,896 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057S-Parks and Recreation

A MOTION was made by Councilor Hackett to forward measure 14 057S-Parks and Recreation, in the amount of \$209,189 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057T-Elder Services

A MOTION was made by Councilor Hackett to forward measure 14 057T-Elder Services, in the amount of \$214,437 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057U-Civil Defense

A MOTION was made by Councilor Hackett to forward measure 14 057U-Civil Defense, in the amount of \$14,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057V-Commission on Disabilities

A MOTION was made by Councilor Hackett to forward measure 14 057V-Commission on Disabilities, in the amount of \$392 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057W-Youth and Family Services

A MOTION was made by Councilor Hackett to forward measure 14 057W-Youth and Family Services, in the amount of \$97,329 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057X-Debt

A MOTION was made by Councilor Hackett to forward item 14 057X-Debt, in the amount of \$9,864,640 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

Councilor Hackett noted the many positive things as a result of the town's ability to bond: Fogg, Legion Field, other park work, the salt shed. Going forward, she recommended they look to the CIP for additional bonding for the general maintenance needs throughout the town and take advantage of bundling several miscellaneous buildings and grounds projects under the current excellent bond rating and lower interest rates. Putting off maintenance will drive up the costs.

14 057Y-Pensions and Benefits

A MOTION was made by Councilor Hackett to forward measure 14 057Y-Pensions and Benefits, in the amount of \$31,578,850 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

Since the town has passed measures the last two years to budget excess funds toward OPEB liabilities, Councilor Hackett suggested that it is time to consider establishing a line item in the budget under fixed costs and determine what amount to fund it with so that it is a predicable budget amount.

14 057Z-Schools

A MOTION was made by Councilor Hackett to forward measure 14 057Z-Schools, in the amount of \$60,153,728 to the full Town Council with a recommendation for favorable action and was seconded by Councilor McDonald.

Councilor Haugh noted that she has spoken with the Mayor and School Committee members and will not support this item. Her disagreement is not with the personnel but a

fundamental disagreement concerning the budget, given that State Aid is not keeping up within the confines of Proposition 2 ½ in a built out community, and it has become more difficult to achieve the needs of the department.

Councilor Hackett provided a handout, and reminded the committee this measure represents a one-time utilization of funds. This is the third year she has voted on a budget that uses nonrecurring funds to pay recurring costs and that's disappointing. She reviewed the possible solutions to budgeting in a built-out community within the confines of Proposition 2 ½ and a lack of commitment from the state. She noted the level of advocacy from schools and parents has been phenomenal. She reiterated that no services have been cut. VOTE CARRIED 3/1-Councilor Haugh voting nay.

14 057 AA-State and County Assessments

A MOTION was made by Councilor Hackett to forward measure 14 057AA-State and County Assessments, in the amount of \$2,807,086 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057 BB-Overlay for Abatements

A MOTION was made by Councilor Hackett to forward measure 14 057BB-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 Haugh. UNANIMOUSLY VOTED.

14 058-Revolving Accounts Annual Authorization

A MOTION was made by Councilor Hackett to forward measure 14 058-Revolving Accounts Annual Authorization to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 059-Gift Accounts Annual Authorization

A MOTION was made by Councilor Hackett to forward measure 14 059-Gift Accounts Annual Authorization to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 060-Unpaid Bills

A MOTION was made by Councilor Hackett to forward measure 14 060-Unpaid Bills, in the amount of \$21,804.12 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 061-Free Cash-FY14 Snow Removal Appropriation

A MOTION was made by Councilor Hackett to forward measure 14 061-Free Cash-FY14 Snow Removal Appropriation, in the amount of \$800,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 062-Free Cash-SPED Out-Of-District Tuition

A MOTION was made by Councilor Hackett to forward measure 14 062-Free Cash-SPED Out-of-District Tuition, to the full Town Council with a recommendation for favorable action and was seconded by Councilor McDonald. Councilor Haugh, as an employee in a SPED accounting position that bills and contracts with Weymouth, abstained from voting to avoid a conflict of interest.

Councilor Hackett reminded the committee this measure represents a one-time utilization of funds. This is the third year she has voted on a budget that uses nonrecurring funds to pay recurring costs and that's disappointing. She reviewed the possible solutions; from the state, Southfield, and other revenue sources. She noted the level of advocacy from school and parents has been phenomenal. She reiterated that no services have been cut. UNANIMOUSLY VOTED, 3/0 with one abstention.

14 063-Free Cash-OPEB Liability Trust Fund

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$300,000 to the full Town Council with a recommendation for NO ACTION and was seconded by Councilor McDonald.

Vice Chairman O'Connor reported that this action was requested by three colleagues--to wait to fund this until after Free Cash is certified in the fall and use these funds instead to front load to the school department. CFO McKinney noted that by not funding it now it could affect the town's bond rating. He urged the committee to fund. It was a promise made to employees for health insurance coverage in the past that needs to be honored and it belongs to the employees. Failure to fund now could result in layoffs in the future. New accounting standards required this liability be indicated and could affect the town's bond and interest rates. UNANIMOUSLY VOTED.

14 064-Health Insurance Unexpended Balance

A MOTION was made by Councilor Hackett to forward measure 14 057, to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. Councilor Hackett noted that the amount is estimated between \$400,000 and \$500,000 and ensures to the bond agencies that the town continues to make consistent payment against the liability. UNANIMOUSLY VOTED.

14 065-Sewer Enterprise Fund Annual Appropriation

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$14,939.804 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 066-Sewer Retained Earnings-Pump Station Improvements

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$200,000, to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 067-Sewer Retained Earnings-Capital Equipment

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$30,000, to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 068-Water Enterprise Fund Annual Appropriation

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$9,586,083, to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 069-Water Retained Earnings-Water Main Improvements

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$1,000,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 070-Water Retained Earnings-Great Pond Dam Sluice Gate Repair

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$250,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 071-Water Retained Earnings-Great Hill Water Tank Rehabilitation

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$650,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 072-Water Retained Earnings-Capital Equipment

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$100,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 073-Community Preservation Committee Annual Appropriation

A MOTION was made by Councilor Hackett to forward measure 14 057, in the amount of \$725,000 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

14 057-General Government Annual Appropriation

A MOTION was made by Councilor Hackett to forward measure 14 057 to the full Town Council with a recommendation for favorable action; that the Town of Weymouth raise and appropriate the sum of \$143,710,028 to provide for all the expenses for the maintenance and operation of the Town's several departments and activities for the fiscal year 2015. 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 Haugh. UNANIMOUSLY VOTED.

Issue-Capital Improvement Plan FY 2015

A MOTION was made by Councilor Hackett to forward measure 14 057 to the full Town Council with a recommendation for favorable action to accept the Capital Improvement Plan for FY2015 and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

Issue-Resolution for Reinstating Weymouth Day

Vice Chairman O'Connor provided the committee with a copy of the proposed resolution and read it. The entire text will be read at full committee. The intent is to work with the Mayor to bring back a revenue-neutral Weymouth Day celebration. A MOTION was made by Councilor McDonald to forward the Resolution for Reinstating Weymouth Day to the full Town Council with a recommendation for favorable action and was seconded by Councilor Hackett. UNANIMOUSLY VOTED.

ADJOURNMENT

At 7:30 PM, there being no further business, a MOTION was made by Councilor Haugh to adjourn the meeting and was seconded by Councilor Hackett. UNANIMOUSLY VOTED.

Respectfully submitted by Mary Barker as Recording Secretary

Approved by Michael Molisse as Budget/Management Chairman

Voted unanimously on 4 August 2014