

**TOWN COUNCIL MINUTES  
BUDGET/MANAGEMENT COMMITTEE  
Town Hall Council Chambers  
November 14, 2016, Monday**

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

Also Present: Brian Connolly, Chief Financial Officer  
Richard Swanson, Town Auditor  
Joseph Callanan, Town Solicitor  
Jeffrey Richards, Director, Building Dept.  
Robert Luongo, Planning Director  
Paul Haley, Chair, Board of Assessors

Recording Secretary: Mary Barker

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

**16 136 Transfer to Special Purpose Stabilization Fund**

This matter was referred to the Budget/Management Committee on October 31, 2016. CFO Brian Connolly presented the measure on behalf of the administration; a request to transfer \$966,000 from two receipts booked in 2016 from base mitigation payments by LNR South Shore, LLC to the Special Purpose Stabilization fund. He reviewed the calculations of the receipts.

Auditor Swanson reported he verified the balances in MUNIS.

Councilor Hackett commended the administration; instead of waiting for these funds to fall to free cash, it allows for the use of the funds in the same fiscal year they're booked. During this discussion, Councilor McDonald arrived (6:03PM).

A Motion was made by Councilor Hackett to forward measure 16 136 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

**16 137-Reserve Fund Transfer-Building Inspections**

This matter was referred to the Budget/Management Committee on October 31, 2016. Building Director Jeff Richards presented the measure; a request to transfer \$18,000 to fill a gap in the salary budget line to cover the inspections due at Union Point. It allows the department to pay the additional part-time staffing needs to finish out this year.

Auditor Swanson reported that he reviewed MUNIS and confirmed the revenue is running considerably ahead of the budget.

Councilor Hackett commented that it's good to see since the additional building inspections mean new growth and additional tax revenue.

A Motion was made by Councilor Hackett to forward measure 16 137 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. UNANIMOUSLY VOTED.

### **16 139-CPA Funding Request for Town Wide Housing Production Plan**

This matter was referred to the Budget/Management Committee on October 17, 2016.

Planning Director, Robert Luongo, presented the measure with Housing Coordinator, Jane Kudcey; a request for \$23,582 to fund the costs of a housing production plan for the town. The estimated cost is \$35,000; \$4,418 from HOME grants, \$7,000 from CDBG and \$23,582 from CPA. The Community Preservation Committee has voted to recommend the project to the Mayor.

Ms. Kudcey reported that the goal of a housing production plan is to prepare an analysis of needs, constraints, and the effect of Union Point on the housing needs, current and future of the town. Based upon the analysis, they will come up with range of affordable goals which will accommodate all income levels. It will provide strategies for a health aspect to make the town more amenable as a walking community. It can include specific zoning changes to meet these needs. The purpose of the plan is to understand what the needs are based on the existing population and anticipating future growth and preparing a plan that accommodates these needs and affordability levels for all incomes. It is also a tool to track affordable housing.

Mr. Luongo reported that meeting the 40B affordable housing requirement is changing. Parts of Queen Anne's Gate are now market-rate and the town is in danger of losing others- Colonel Lovell's and Colonial Village. The Mayor will call a meeting with DCDH to review how these will affect the town's 40B standing.

If approved, the department will hire a consultant, establish a committee and provide a forum for public input. The plan will ultimately need state endorsement and that will require approval of the plan from Town Council and the Planning Board.

Auditor Swanson reported that he reviewed MUNIS and confirms fund balances are adequate to cover the request.

Chairman Molisse asked for further information about the loss of affordable units. Mr. Luongo reported that certain funding sources/mortgage programs are expiring and can revert to market rate use. Some are not guaranteed in perpetuity. He also reviewed the affordability income criteria. He noted that the purpose of the plan is not just to look at

affordable housing but a comprehensive plan and to establish strategies that are appropriate to the town.

Councilor Hackett noted that the enabling legislation excludes the land mass of Union Point from the town's affordable housing calculation.

Councilor Haugh asked to have the information made available to the public on the Town's website.

A Motion was made by Councilor Hackett to forward measure 16 139 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Haugh. JH- will support. Predominantly SF- would like to see zoning to attract high-quality commercial development. UNANIMOUSLY VOTED.

### **16 140-FY17 Tax Classification**

This matter was referred to the Budget/Management Committee on October 31, 2016.

Paul Haley and Brenda O'Toole presented the measure on behalf of the Board of Assessors. The assessors are tasked with determining the fair market value for all properties in town. They are required to visit a third of homes each year, and conduct a full revaluation every five years. Single-family residential property has increased in value by about 4% this year; condominiums by 7%, commercial/industrial 3.5-4% and there has been minimal new growth. Without a shift, the average homeowner would realize an increase of about \$540-\$600. As in the past, they would ask the commercial/industrial owners to bear more of the tax burden.

The recommendation of the board is a shift of 1.45 for commercial industrial and personal property tax with no residential exemption for FY2017.

A Motion was made by Councilor Hackett to forward measure 16 140 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Hough. UNANIMOUSLY VOTED.

### **ADJOURNMENT**

At 6:33 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 the Budget/Management Committee  
Voted unanimously on 5 December 2016