

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
February 26, 2008**

Present: Kenneth J. DiFazio, Chairperson
 Patrick O'Connor, Vice-Chairperson
 Arthur Mathews
 Michael Molisse
 Kevin Whitaker

Also Present: Mayor Sue Kay
 Michael Gallagher
 James Wilson, CFO

Recording Secretary: Doreen Teodorson

Chairman DiFazio called the Budget/Management Committee meeting to order at 6:35 p.m.

A MOTION was made by Patrick O'Connor and seconded by Michael Molisse to take Item 08 016 – Appointment of Director of Information Technology/Administrative Services – Michael Gallagher out of order and was UNANIMOUSLY VOTED.

08 016 – Appointment of Director of Information Technology/Administrative Services – Michael Gallagher

Chairman DiFazio stated the Ordinance Committee has not voted on the reorganization yet and would suggest they table the matter until after reorganization has been approved.

Chairman DiFazio requested Mayor Susan Kay give information on the reorganization and Mr. Gallagher's background.

Mayor Sue Kay stated in many instances over the years, the combination of the Community Services and the Administrative Services was not good for the Town. She felt the priority was in the Administrative Services area. When considering a Chief of Staff, she wanted to ensure the Administrative Services was being fulfilled. The Mayor stated that upon her election she worked to remedy those areas. Having known Mr. Gallagher for many years, and knowing his capabilities, she thought to utilize him as the Director of IT along with Administrative Services, but separating the position of Community Services. Community Services would be handled directly through the Mayor's office. Aligning the position in this manner serves the needs of the administration in a more cost effective manner. The Mayor feels the Director of Elder Services is very capable with budgeting and handling of that department. It is felt that a separate Director of Community Services was not necessary, as it was not a heavy duty item. She researched these areas to ensure they could be self-sufficient.

She then met with Mr. Gallagher to see if he had an interest in being the IT Director and Administrative Services and came to the conclusion that they could put those areas under his direction. She stated that in the short time he has been in the interim position, she has received positive feedback from the departments. After careful consideration of both Mr. Gallagher's specialized skills and work history and the needs of the involved Town areas, the duties of IT Director, Administrative Services, and the 'sort of' Chief of Staff position was combined. The Mayor stated the position is interim and is seeking approval to make it permanent.

Mayor Kay stated that another positive benefit working with Mr. Gallagher is his wonderful working relationship with the IT Department in the School Department. He also has been reviewing the opportunity for cell tower revenue along with working with Verizon on FIOS. Human Resources has been a very difficult area, as it has been without a Director since January.

Arthur Mathews asked if they plan to fill the position of Human Resources Director. Mayor Kay stated she has, along with Mr. Gallagher and Mr. Wilson, completed the interviews for a new director. The candidate has not been officially notified, but she did state the new person has great experience with collective bargaining units. The new Human Resource Director will report to Mr. Gallagher and will participate in the negotiation of contracts for the Town.

Mr. DiFazio clarified that the new Human Resource Director would report to Mr. Gallagher, to which the Mayor stated they would. Mr. Molisse stated he has known Mr. Gallagher for many years and feels he would be a perfect fit for the position and would work out well. Mr. Mathews asked if they would have a need for a MUNIS consultant. Mr. Gallagher stated they still have the contract with the MUNIS consultant. Mr. Gallagher is still trying to educate himself in that area and that there are a number of modules associated with MUNIS. It is not a simple system.

Mayor Kay stated she was on the search committee which originally hired the previous IT Director. There currently is a MUNIS consultant who works with the Town under the IT Director. It is felt this consultant should be kept on board for a limited time. The employee that is knowledgeable in MUNIS is currently on a 12 week maternity leave of absence. It is the Mayor's goal to not have to rely on an outside consultant in the future.

Mr. Michael Gallagher stated he has worked in the private sector his entire career for over thirty years in IT roles for financial service companies. Prior to coming to the Town of Weymouth, he held a Director position at a financial services company in Boston that involved trusts and high net worth clients with values around \$10 million or more in assets. He worked two years at the Boston Globe managing sixty employees setting up ads and producing the newspapers and supporting the desktops for the operation 24 hours a day 365 days a year. Prior to that, he worked at Fidelity Investments for five years. That position required much travel to Dallas. He also worked for a software development company.

He stated he co-chaired the committee which selected the MUNIS system for the Town of Weymouth. He stated he has experience in administrative services, human resources, legal and building management. Thus far, the job has been fabulous and has been very rewarding and shows the opportunity for change and efficiencies long term.

Chairman DiFazio stated to Mr. Gallagher that they expect 100% cooperation with the Town Auditor, to which Mr. Gallagher agreed.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to Table Item 08 016 – Appointment of Director of Information Technology/Administrative Services – Michael Gallagher contingent upon the approval of the reorganizational plan set forth by the Mayor and was UNANIMOUSLY VOTED.

The Chairman asked Mr. Gallagher to be present at the Town Council meeting for the vote.

08 010 - Great Pond Water Treatment Plant Site Preparation Contract

The Chairman acknowledged James Wilson, CFO. Mr. Wilson stated he has revisions to the contract for the Great Pond Water Treatment Plant Site Preparation. This portion of the contract is for the dense graded crushed stone parking area and credit for elimination of binder course paving. The original contract price was \$289,600.00 with a change order of (-\$13,879.93) for a total adjusted contract price of \$275,720.07. This change order represents the labor, equipment and materials to construct a dense graded crushed stone parking area at the access road entrance including pre-cast concrete parking stops and 9" of dense graded crushed stone overlying compacted subgrade soils. There is additional dense graded crushed stone for the access road. The credit is for the elimination of binder course paving of the access road. This work represents a contract decrease in the amount of \$13,870.93. The contractor is T Ford Company, Inc. The Change Order was requested by Robert O'Connor, DPW Director and reviewed by Stephen Olson, PE, Technical Advisor and prepared by Eric Kelly, Project Engineer.

Patrick O'Connor asked what additional monies were approved last year for this item. Mr. Wilson stated it was \$30 million originally and then an additional \$5 million was approved last year. The drawings have been approved by the State and are just now going out to bid. The first filed sub-bid opening was done last Friday. There was a \$1 million to \$1.5 million range between the bids. In addition, they are reviewing the REO compliance of the bidders. A discussion was held on the increases in cost of cement, copper and stainless steel, along with the potential shortages of copper in the future. Mr. O'Connor asked how this could affect the project, dollar-wise, to which Mr. Wilson stated an estimate of approximately 17% to 33% increase in commodities cost and might reflect an overall increase of 25%.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to recommend FAVORABLE action on item number 08 010 - Great Pond Water Treatment Plant Site Preparation Contract to the full Town Council and was UNANIMOUSLY VOTED.

08 011 – Weed Harvesting Project for Whitman's Pond

Chairman DiFazio recognized James Wilson, CFO to speak on the Weed Harvesting Project for Whitman's Pond. Mr. Wilson stated in April/May of 2007, the CPC approved \$26,000 to help restore Whitman's Pond back to its original state by eliminating weed growth which would

improve the water quality and natural habitat of the pond. A proposed cost estimate was distributed to the committee members which showed \$26,000 for FY07, \$27,300 for FY08, \$28,660 for FY09, \$30,090 for FY10, \$31,590 for FY11 for a total of \$143,640. The breakdown of the estimate from Aquatic Control Technology, Inc. was 80 hours at \$185/hr for hydro-rake and operator in the amount of \$14,800 and a lump sum equipment mobilization and demobilization in the amount of \$1,200. The DPW would load and truck and dispose of all material deposited on-shore to an approved upland site. Disposal control cost is estimated at \$8,000 with \$2,000 in contingency. Arthur Mathews stated the original item was approved in April of 2007 and the contract sat in the previous Mayor's office for seven months. The original contract expired in October 2007. It is not known at this time if they go out to bid if the estimate has increased for the hourly cost of the operator and truck, therefore, less hours may be accomplished to keep the cost the same. Use of herbicides has been discussed in the past, but its safety is questionable. Mr. DiFazio asked if \$26,000 is a small band aid if the total cost is approximately \$500,000. Arthur Mathews stated it is like caring for a lawn, and it is the upkeep that matters. There is a plan for the Town to purchase a harvester machine under the Host Community Agreement with Tri-Town. Unfortunately, that could be five years down the road. Mr. Molisse realizes the work should be done, but has concern with what the Town would get for the money. Mr. Wilson stated he would regulate the quote process to ensure the Town receives the appropriate work. He would send it back to CPC if it doesn't hit the original specification. They should have an idea of the scope of work by the end of April 2008.

Patrick O'Connor asked if they intend to do the work yearly, to which Arthur Mathews stated the original intent was to do the work until the Harvester was purchased through the Host Community Agreement with Tri-Town. Patrick O'Connor asked if the money for the weed harvester was earmarked through this agreement, to which Mr. Wilson stated it is an estimate at best. The first payment is for the Chapman School boilers. Mr. Mathews stated the pond area is 205 acres and they have lost a few acres due to overgrowth. The cove area is the back up drinking water for the Town. They cannot put equipment in that area. There are certain areas, approximately 50-60% of the pond, where they cannot weed harvest. After a depth of 10-12 feet of water, you cannot do that work. Kevin Whitaker asked if there were any Conservation or hazardous waste or DEP issues with doing the work. Mr. Mathews stated they deal with EPA only for sediment and it does require the Conservation Commission approval. They do have an open permit for that item. Mr. Wilson stated they are overseen by Conservation and the DEP.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to recommend FAVORABLE action on item number 08 011 – Weed Harvesting Project for Whitman's Pond to the full Town Council and was UNANIMOUSLY VOTED.

08 012 – Acceptance of Land Donation – 103 Norton Street

Chairman DiFazio recognized James Wilson, CFO to speak on the acceptance of land donation to the Town of Weymouth known as 103 Norton Street. The land is currently owned by Harold B. Nash and contains 2.48 acres and has an assessed valued of \$7,500.00. There are no taxes owed on the property. The loss of tax revenue would be approximately \$70 per year. The deed provision would require the land to be held in conservation. Mr. Mathews asked if the land could be resold by the Town. Mr. Wilson stated it would take an act of Legislature to take it out

of conservation once placed with the Town. This would be a transaction towards conservation not towards resale.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to recommend FAVORABLE action on item number 08 012 – Acceptance of Land Donation – 103 Norton Street to the full Town Council and was UNANIMOUSLY VOTED.

Kevin Whitaker stated they should take action to thank the Nash Family for their donation, to which the committee members agreed.

08 014 – Archaeological Study – 43 Bicknell Road

Chairman DiFazio recognized James Wilson, CFO to speak on the proposed funding of the archaeological investigation of 43 Bicknell Road in Weymouth. The Community Preservation Committee has received a request to fund a preliminary archaeological investigation into the property at 43 Bicknell Road, Weymouth. This site has been identified as the first settlement in Weymouth and the Massachusetts Bay Colony. The \$10,000 funds would be used to do a sample subsurface investigation to determine whether any evidence of the early history of the town is present at this location. To date, there is nothing documenting, but some writings to this effect. At the CPC's last meeting dated 01/10/08, it was voted to approve the funding for this project. The proposal, if approved, would help to authenticate numerous references as to the location of the first winter and its related deaths of Europeans in what is now North Weymouth. Mr. DiFazio asked what the result of the vote of the CPC. Mr. Mathews stated it was a 7-1 vote in favor of the proposal. He is on the committee and was the one who voted against the proposal. Previously, there was discussion to purchase the property in the area of \$450,000 to make a historic museum, to which the CPC committee voted against that matter. They were not sure of the historic significance, and chose to entertain a \$10,000 expenditure for discovery purposes. The committee was very supportive of this idea. Mr. Mathews expressed his concern as to where it would lead after the \$10,000 expenditure. There was talk of further study with more funding and possible state grants if there were significant discoveries. Unfortunately, they would not get 100% matching funding from the State. It might be 60-75%. Mr. Mathews stated there are already three major undertakings of presently known historically significant items in the town, i.e., the Fogg Library valued at \$382,000 and may need an additional \$100,000 to get damages repaired; the Cemetery Commission valued at \$12,000; and the Abigail Adams valued at \$12,000 with additional funding needed for a study to see what needs to be repaired along with the Canoe restoration project at the Tufts Library valued at approximately \$20,000.

Mr. DiFazio asked who owned the property. Mr. Wilson stated it was privately owned and they did have permission to do the study. Mr. Mathews stated that if they do find it is historically significant, the CPC wanted to place a commemorative rock with a plaque on the site. Mr. Molisse asked if the property is currently for sale, and the town cannot afford to purchase and maintain the property if it is historically significant, where would they go after the initial study?

Patrick O'Connor stated the CPC members are very dedicated people and did a great job evaluating the proposal. In the future, the CPC funds may be used for restoration and rehabilitation of the Town's recreational areas. Mr. O'Connor stated during these lean economic

times, he would rather see the funding used for Weymouth's future rather than its past. He stated he would not support this funding.

Kevin Whitaker stated there are other historical areas that are in need of funds. If the owner of the property wants to do a study, let him do so. He does not see why the Town would want to fund a private entity's study. He stated given the enormity of the other historic projects in town, and given the proposed project is short on proof, he would not be voting in favor of the proposal. Mr. DiFazio stated he would be against doing research work for the current owner. Mr. Mathews stated it was noted that there were ancient skull bones in the cement of the foundation of the home. With the limited amount of funding in the budget, he does not believe it is a priority.

Mr. DiFazio summarized by stating there is a limited future income for the CPC and there are other more important historical items and even if they found artifacts they could not purchase the lot. Arthur Mathews stated the CPC has no intent to purchase the property. Mr. O'Connor stated that even if there was a discovery of historical significance, the homeowner would own it, not the Town.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to recommend a NO VOTE action on item number 08 014 – Archaeological Study – 43 Bicknell Road to the full Town Council and was UNANIMOUSLY VOTED.

08 017 – Fire Department Repeater Costs

Chairman DiFazio recognized James Wilson, CFO to speak on item number 08 017 – Fire Department Repeater Costs. Mr. Wilson stated the emergency repeater on South Shore Hospital failed and the Charter allows emergency processing of town funds for said repairs in the amount of \$6,650.00.

Funding was utilized from two separate Fire Department funds: \$2150 from an 05 measure - from a warranty of Ladder One and \$4500 from an 04 04217 ladder repairs fund.

Chairman DiFazio asked how many of these types of 'found money' are out there. Mr. Wilson stated there are not many. The law states that you cannot close them out without the department heads signature. The 0002 account has approximately \$1 million and the CP residual has \$175,000.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to recommend FAVORABLE action on item number 08 017 – Fire Department Repeater Costs to the full Town Council and was UNANIMOUSLY VOTED.

08 003 – Proposed Ordinance Revision – Tax Title Payment Agreement – Update by James Wilson/Chief Financial Officer

Chairman DiFazio recognized James Wilson, CFO to speak on item number - 08 003 – Proposed Ordinance Revision – Tax Title Payment Agreement. Mr. Wilson stated this proposed ordinance

revision would allow town tax payment agreements for those people in tax title. There are 293 parcels which amount to approximately \$15,000. The DOR indicated to the town that the free cash has dropped substantially and this is being done in an effort to improve the situation.

Councilor Whitaker stated this item would be before the full council on Monday, March 3, 2008 as a point of information.

Mr. DiFazio thanked Mr. Wilson for the information.

A MOTION was made by Patrick O'Connor and was seconded by Michael Molisse to adjourn at 8:00 p.m. and was UNANIMOUSLY VOTED.

Respectfully submitted,
Doreen C. Teodorson/Recording Secretary

Ken DiFazio, Chairman

Approved by Town Council on 17 March 2008