

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
October 18, 2005**

Present: Kenneth DiFazio, Chairperson
Sue Kay
Paul J. Leary

Also Present: James Wilson, Chief Financial Officer
Richard Swanson, Town Auditor
Jane Hackett, Chief of Staff

Recording Secretary: Jodi Purdy-Quinlan

Chairman DiFazio called the Budget/Management Committee Meeting to order at 6:40pm.

**1. 05-110 – Non-Union 3% Raises for FY 06-Free Cash and Retained Earnings
Appropriation**

Chairman DiFazio invited James Wilson and Jane Hackett to present the measure. He noted that information on the measure was available in Book 2 under Appropriation Requests and in the same book in the back under Non-Union is the backup material.

Jane Hackett spoke on the measure and noted that the 3% raise is consistent with the raises of Bargaining Agreements, although this is a Non-Bargaining Unit has been recommended for 3% across the board. The funding comes from 3 sources: \$155,754 from the General Fund, \$5,229 from the Sewer Retained Earnings and \$9,002 from the Water Retained Units. She acknowledged that backup information was in Volume 2 and noted additional backup information on the Non-Union Salary Schedule for FY05 and FY06.

Chairman DiFazio questioned if measure 05-100 was funded separately from 05-110 as he was concerned about whether there would be sufficient funding available. Jane Hackett acknowledged the items were separate measures and James Wilson assured there was funding in place.

Sue Kay questioned how part-time employees salary increases were determined, on a weekly or hourly basis? James Wilson confirmed that it was calculated on an hourly basis.

Chairman DiFazio questioned whether the measure affected the salary of Paul Halkiotis, Principal Planner, and how it would affect the new person taking his place since he was leaving the Town for a new job. Mr. Wilson confirmed that the 3% increase would be retroactive to July 1, but that the new person hired to take his place would come under a new salary level.

Richard Swanson questioned the calculations of the requested amount for the measure (\$155,654) and its impact on measure 05-113 – Payroll for 53rd Week – Free Cash Appropriation. Mr. Wilson explained that the 53rd week was based on current level appropriation. He took the individual salary line items by department and figured what the 1/52nd of that would be (not including the raises outlined in 05-110) and then figured 1/52nd of that to come up with the 53rd week without the raises in play. All of the raises shown include the 53rd week, plus any raise for this fiscal year.

Mr. Swanson asked if this schedule reflects the grade and the step as of July 1st for everyone. Mr. Wilson replied in the affirmative.

Councilor Kay asked why the Town Clerk's reclassification from a Grade 13 to a Grade 16 was not indicated. Mr. Wilson clarified that the grade listed was the grade in place prior to the budget being passed. The budget will reflect the reclassification. He confirmed that the Town Clerk would receive a 3% increase retroactive to July 1st. It was also clarified that the Chief of Staff's reclassification was similar, however, the 3% increase would be retroactive to October 1st.

A MOTION was made by Councilor Kay for favorable action on Measure 05-110 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

2. 05-111 – Telecommunicators' Collective Bargaining Agreement Approval –Free Cash Appropriation

Jane Hackett spoke on the measure and disclosed that she was not involved in the negotiations and therefore could not speak on the details.

Councilor Kay noted that she would vote in favor of the measure as long as she is able to submit questions in writing to the Human Resources Director. She would then vote accordingly with the full Town Council based on the answers she receives.

A MOTION was made by Councilor Kay for favorable action on Measure 05-111 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

3. 05-112 – Free Cash Appropriation-FY 05 Snow Removal Deficit

Chairman DiFazio pointed out that the back up material on this measure was available in the back of Volume II under Other Town Appropriations. Jane Hackett spoke on the measure that seeks approval for an appropriation of \$828,427 for FY05 Snow Removal Deficit and noted that as indicated in the back up material, the State had yet to forward any reimbursement promised. She noted that FEMA did reimburse the town in the spring during the budgetary review. There were hopes for a supplemental budget on the State level that would provide funding for Snow Removal and Fuel Assistance for FY06. Councilor Leary indicated that the Legislature was supposed to take up the issue of \$70

million that was to be split up, but nothing has materialized. Mr. Wilson stated that there was also money from Chapter 70 for SPED that has yet to be released. Mr. Wilson noted that this measure is required prior to the establishment of the tax rate, otherwise they would have to hit the tax rate on it.

A MOTION was made by Councilor Kay for favorable action on Measure 05-112 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

4. 05-113 – Payroll for 53rd Week-Free Cash Appropriation

Jane Hackett spoke on the measure that seeks approval for appropriation of \$498,918 and disclosed that this measure does not include the 3% increase indicated in measure 05-110. She also stated that this measure was broken down by department rather than individual position.

A MOTION was made by Councilor Kay for favorable action on Measure 05-113 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

5. 05-114 – Free Cash Appropriation – Collector's Mail Box

Jane Hackett spoke on the measure and the fact that she has never experienced so many complaints, phone calls, personal visits, etc. as she had when the Mayor was out of town and a snow plow destroyed the Collector's mailbox. The mailbox was missing for the last billing cycle and it caused complete chaos. She finally made an executive decision to have Treasurer Leary find the money in his budget to purchase a new mailbox immediately and that she would submit a measure to Council to reimburse his budget.

Jane Hackett pointed out that this small expenditure had a huge impact on the community by providing citizens with an easy way to pay their bills.

A MOTION was made by Councilor Kay for favorable action on Measure 05-114 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

6. 05-115 – Free Cash Appropriation – Street Acceptance

Jane Hackett spoke on the measure that seeks approval for the appropriation of \$11,000 to accept 3 new streets, Performance Drive, Lester Lane, Elmer Road, in order to bring them up to acceptable code standards. This was a request by the DPW due to Contract #4; the details are included in the backup. There wasn't an easement on the private way, so by accepting these streets, the town avoids the process of seeking an easement.

Councilor Kay asked how it is determined which roads will be brought up to code and what the usual process is involved.

Councilor Leary questioned why Performance Drive, which doesn't have any residential homes, is being upgraded. He raised concerns that it wasn't to support development of the other end of Performance Drive.

Jane Hackett replied that it has to do with Contract 4 and not a development project.

Chairman DiFazio asked what the process is to have a street accepted and Jane Hackett explained that there is an ordinance in place.

A MOTION was made by Councilor Leary for favorable action on Measure 05-115 to be forwarded to the full Town Council and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

7. 05-116 – Waterways Fund Appropriation – Filtration System

James Wilson spoke on the measure to fund \$2,000 to purchase new filters for the Harbormaster's boat. The money would come from the Waterways Fund that comes from Boat Excise Tax.

A MOTION was made by Councilor Kay for favorable action on Measure 05-116 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

8. 05-117 – Free Cash Appropriation – Abigail Adams Remediation Plan

Jane Hackett spoke on the measure to fund \$143,840 for the first years cost of the Remediation Plan for the Abigail Adams Middle School Fuel Leak.

She went on to explain that the town is under an Administrative Consent Order by the Department of Environmental Protection (DEP) to get the work completed by July 19, 2006. Because a Remedial Action Plan was not submitted by July 19, 2005, this requires a remedial action outcome or remedy action status submittal. This dates back to a 1987 occurrence. The DEP issued a penalty of \$25,000 but because the Town of Weymouth had made significant progress it was reduced to \$2,500. This Administrative Consent Order is no reflection on Mr. McCormack's work.

Councilor Kay stated that she is disillusioned by the fact that 10 years ago there were phases set up to address this situation and she couldn't understand why this has never been remedied.

James Wilson explained that 10 years ago, this fell under the jurisdiction of the School Department and it wasn't addressed until the Mayor took office. He was then able to take

over the jurisdiction. It has taken this much time to get an acceptable Remedial Action Plan in place as a result of a \$25,000 appropriation to further investigate the matter.

Councilor Kay asked what happened to the Committee that was assigned by Town Meeting in the 1990's and that she didn't think it fell under the School Committee.

James Wilson explained that the Committee did fall under the School Committee and that the report produced indicated that the oil tank at the Abigail Adams Middle School should be removed. The tank was removed, but the current plan is about an oil spill that occurred during the removal process.

Jane Hackett explained that the DEP did work with the Town to decrease the \$25,000.

Councilor Kay asked what the timeframe is now.

Jane Hackett stated that it would be a three-year injection process into the site. There will be a Remedy Operation Status Submittal by July 19, 2006.

Jim Wilson explained that the next two years would be monitored by Rizzo Associates, similar to what is happening at Wharf Street and Hollis Street.

Councilor Leary asked how close the estimates were and Jane Hackett explained the numbers were excellent. James Wilson supported this statement and believes the numbers are adequate.

A MOTION was made by Councilor Leary for favorable action on Measure 05-117 to be forwarded to the full Town Council and was seconded by Councilor Kay and
UNANIMOUSLY VOTED.

9. 05-118 – Free Cash Appropriation – Warranty on Ladder #1

James Wilson spoke on the measure to fund \$2,100 for an extended warranty of 300,000 miles on the engine of Ladder #1.

A MOTION was made by Councilor Kay for favorable action on Measure 05-118 to be forwarded to the full Town Council and was seconded by Councilor Leary and
UNANIMOUSLY VOTED.

10. 05-119 – Repair Police Station HVAC

James Wilson spoke on the measure to fund \$63,024 to repair the Police Station HVAC system that went down during the summer months.

A MOTION was made by Councilor Kay for favorable action on Measure 05-119 to be forwarded to the full Town Council and was seconded by Councilor Leary and
UNANIMOUSLY VOTED.

11. 05-120 – Free Cash Appropriation – Unpaid Bills

James Wilson spoke on the measure to fund \$20,000 for unpaid bills. The money represents additional costs on Worker's Compensation Insurance that resulted from an audit performed by the Insurance Carrier.

A MOTION was made by Councilor Leary for favorable action on Measure 05-120 to be forwarded to the full Town Council and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

12. 05-121 – Reserve Fund Transfer - Military Service Fund/Retirement Board

James Wilson spoke on the measure to fund \$3, 595.18 to pay Weymouth Firefighter Peter Fulton for his time serving in the military.

A MOTION was made by Councilor Kay for favorable action on Measure 05-121 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

13. 05-122 – Refinancing of Bonds

James Wilson spoke on the measure to refinance bonds which would save the town a substantial amount of money per year. He explained that after completing an analysis he learned that it would save just under \$400,000 over the life of the bond.

Mr. Wilson explained that the entire language from where it states 'ordered to the very last sentence, must be read into the record at the time of the public hearing and the time of the vote. He explained that Bond Counsel has been adamant about this point.

A MOTION was made by Councilor Kay for favorable action on Measure 05-122 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

14. 05-123 – Order to Expend and Receive Funds in Certain Revolving Accounts for School Department

James Wilson spoke on the measure to create two revolving accounts for the School Department. He explained that this normally falls under the annual budget, but it did not become known until May 26 and therefore missed the deadline. He went on to explain that these funds are similar to how the Weymouth Recreation Department works. He explained the money goes directly to programs. If there is money left over it goes back into the general treasury. He explained that this falls under the Municipal Relief Fund and that he will closely monitor it.

A MOTION was made by Councilor Leary for favorable action on Measure 05-123 to be forwarded to the full Town Council and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

15. 05-124 – Appropriation from Water Retained Earnings – Capital Items

Jane Hackett spoke on the measure to fund \$30,000 for the demolition of the Water Street Tower; \$108,000 to complete phases 2 and 3 of the DEP mandate of the cleanup of the Hollis Street site, and \$20,000 for two utility vans for the Water Department.

A MOTION was made by Councilor Leary for favorable action on Measure 05-124 to be forwarded to the full Town Council and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

16. 05-125 – Retained Earnings Expenditure Water & Sewer Telephone System

Jane Hackett spoke on the measure to fund \$11,000, split by \$5,500 from Water Retained Earnings and \$5,500 from Sewer Retained Earnings. This money would fund the costs of the DPW's telephone system, which was lost during recent storms. The telephone system was integrated into the Town Hall system.

A MOTION was made by Councilor Kay for favorable action on Measure 05-125 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

17. 05-126 – Re-Appropriation from Water Capital Funds – Capital Items

Jane Hackett spoke on the measure to fund \$50,000 from fund 04230281 – filter restoration. One for \$25,000 for the water monitoring and water filtration and the 2nd for \$25,000 to replace the valve on the Essex Street Water Tower. Ms. Hackett requested that this be considered before the November 14 Councilor meeting as there is a time commitment- sincethe DEP requested this be completed by January 15, 2006. She stated that if the funding is in place, this doesn't require a public hearing and the work could begin immediately.

A MOTION was made by Councilor Kay for favorable action on Measure 05-126 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

18. 05-127 – Appropriation from Sewer Retained Earnings – Capital Items

Jane Hackett spoke on the measure to fund \$745,000 from the Sewer Retained Earnings for 4 items. \$360,000 for the 4 ejectors systems, item 38 on the CIP. \$50,000 for a Fats, Oil and Grease program, this is a new program not included in the CIP. Councilor Leary and Mayor Madden have been working on this with the Board of Health. \$35,000 for a pickup truck with a snowplow attachment to fund 002, item #50 on the CIP. \$300,000

for unforeseen ledge, broken down to \$200,000 and additional contingency for contract #3 for fund 3325, the Libby to Route 3 Sewer Lines.

She explained that while going under Route 3 for the sewer lines, ledge was struck. There was concern about how much ledge would be hit.

Councilor Kay asked why there was so much money in the Sewer Retained Earnings.

James Wilson explained a rate structure was implemented with the Mayor's approval as a way to get the town through the four year Consent Order. It was a planned surplus. The upfront increases for two years was from sewer, now in year three it will flip to the water for the new water treatment plant.

Councilor Leary asked if the DOR had certified these numbers. Mr. Wilson stated that they had in fact certified the numbers.

A MOTION was made by Councilor Kay for favorable action on Measure 05-127 to be forwarded to the full Town Council and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

19. 05-128 – Operating Measure-Sewer Enterprise Appropriation Order Mitigation Account – Capital Projects

Jane Hackett spoke on the measure to fund \$200,000 from the sewer mitigation account fund number 65420000 in order to fund the following capital projects-each at a cost of \$50,000: replacement of sewer laterals from streets to individual homes, program for redirecting of sump pumps, assessment of the sewer infrastructure on Pleasant Street, and money earmarked for a study of Montcalm Interceptor.

A MOTION was made by Councilor Leary for favorable action on Measure 05-123 to be forwarded to the full Town Council and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

At 8:20 pm, there being no further business, A MOTION was made by Councilor Kay to ADJOURN and was seconded by Councilor Leary and UNANIMOUSLY VOTED.

Approved by: _____
Kenneth DiFazio, Chairperson