

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
May 13, 2019, Monday**

Present: Michael Molisse, Chairman
Christopher Heffernan, Councilor
Maureen Kiely, Councilor

Absent: Jane Hackett, Vice Chairman
Brian McDonald, Councilor

Also Present: Ted Langill, Chief of Staff
Joseph Callanan, Town Solicitor
Richard Swanson, Town Auditor
John MacLeod, Director of Asset Management
Steve Reilly, Recreation Director

Recording Secretary: Mary Barker

Chair Molisse called the meeting to order at 6:02 PM.

Deliberate the following measures:

19 051D-Municipal Finance

CIP Report

19 051H-Planning & Conservation

19 068-Community Preservation Annual Authorization

19 069-Authorization to Expend CDBG and Home Funds

19 051N-Licensing & Inspections

19 051A-Town Council

19 051G-Town Clerk

19 051P-Health

19 051Q-Library

Review / Discussion of Municipal Finance, CIP Report, Planning & Conservation, Community Preservation Commission Annual Appropriation, Licensing & Inspections, Town Council, Town Clerk, Health and Library

Chief of Staff Langill presented the initial municipal finance budget and responded to all of Auditor Swanson's questions in a powerpoint presentation:

Org chart-Chief Financial Officer position- relooking at existing structure. A job posting is open. They may amend the job description; no real time table to completion, but taking a thoughtful approach.

Assessing- Trish O’Kane presented-the department moved this week to Middle Street. Budget includes a new position / appeal casework funding / 3-yr contract w/PK Valuation. Amended to include software and support. Services include cyclical inspection program per Municipal Modernization Act.

Treasury/Collector- Bob Conlon presented- salaries / 11 employees = 75% of budget. financial institution bond prep/ banks for lockbox services/ \$20k other services- collection/accurate booking and bank reconciliation / \$100K postage- McCulloch and Town Hall mail machines, Real Estate mailings and related fees. Auditor Swanson noted the current bond rating is AA. What needs to be done to get to AAA? Mr. Conlon responded that OPEB liability is holding it back.

Procurement-John MacLeod presented -salaries 25%. \$70K office supplies divided in town – divided by historical data.

Planning- Bob Luongo presented- org chart. Includes all step cola and CBA. 2 positions funded by CDBG budget. Trump zeroed out CDBG funds- National CDBG advocating for restoring and increasing. He is optimistic that the same will happen (as last year). CPC-\$15K increase over last year. Boston and Springfield have opted in. State funds come from recording fees in Registry of Deeds. 1% surcharge with 2 exemptions: first \$100K assessed value is not counted/ low income can file for abatement. Increase is due to an upswing in economy, new construction and increase in property values. If recording fees increase, so do funds. It does not support any positions. Miscellaneous is for advertising, studies (administrative). Bond for purchase of Emery = \$210,187 budgeted. Bond will be paid off the end of 2021.

CDBG & HOME funding- Jody Lehrer and Jane Kudcey presented. 20% administrative/ 15% social services/ qualified CDBG projects and running the housing program/ project delivery costs.

HOME program- Jane Kudcey presented – this program supports creating affordable housing. Weymouth is part of the South Shore consortium along with Quincy, Braintree and Holbrook. \$212K is Weymouth’s portion. 10% admin/15% CHDO set aside for affordable housing creation/ operating expenses/ first time homebuyer projects/ projects

Licensing & Inspections-Jeff Richards presented- Org Chart/ all COLA and steps/mileage controls/clarified salaries in org chart.

Councilor Kiely asked if any increases are anticipated in permit fees ? Mr. Richards responded that price is 10% across the board. Construction prices have increased over time (10/K value). Chair Molisse asked if they are seeing a lot of renovations? Mr. Richards responded not yet-the weather hasn’t cooperated.

Town Clerk-Kathy Deree presented-salary includes all steps cola/ increase in election workers- 3 elections next year with an extra primary/ reimbursements- go directly into the general fund / miscellaneous expenses includes ballots and coding machines, new signage and miscellaneous supplies for machines/ unclassified expenses.

Health- Dan McCormack presented- org chart/includes all step/cola/ grant ended last year- one state grant-wellness program/ substance abuse assistance- two grants applied for. Local foundation grant / budgeted for inspectors of food establishments (state mandated inspections twice per year). He reviewed mileage charts. Clinics included flu/ blood pressure and other / 3rd party biller.

Library – Rob McLean, Kristy Lockhart presented– org chart- operating hours/ salary increase- reinstated position Assistant Director/ step increases / computers- Weymouth belong to OCLN network / process to determine purchasing materials / lower building & grounds due to closure of Tufts. Open position for reference and adult services will be filled- they are currently interviewing and expect to choose a candidate in June.

Update on Library construction- it is still on budget and on schedule. It is interesting, with space limitations at the branches, they are sending out programs to the community.

ADJOURNMENT

At 6:50 PM, there being no further business, a motion was made by Councilor Kiely to adjourn and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

Attachment: power point of each department's questions and responses

Respectfully Submitted by Mary Barker as Recording Secretary.

Approved by Michael Molisse as Budget/Management Committee Chairman