

**TOWN COUNCIL MINUTES  
BUDGET/MANAGEMENT COMMITTEE  
Town Hall Council Chambers  
May 9, 2022, Monday**

Present: Michael Molisse, Chairman  
Maureen Kiely, Councilor  
Greg Shanahan, Councilor

Absent: Christopher Heffernan, Vice Chairman  
Pascale Burga, Councilor

Also Present: Ted Langill, Chief of Staff  
Kenan Connell, DPW Director  
David Tower, Business Manager, DPW

Recording Secretary: Mary Barker

Chair Molisse called the meeting to order at 6:00 PM and took item 22 102 out of order.

**22 102-Appointment Board of Health-Gary Peters**

This measure was referred to the committee on May 2, 2022. Mr. Peters was invited to the table to review his interest and qualifications. He reported that he served 2 previous terms on the Board of Health, has actively worked with the Licensing Board and the Fore River group and his record is pretty clear regarding Public Health. He is a dispensing optician and has sold his business. He would like to focus on the fine schedules, which haven't been updated in many years.

Councilor Kiely added that she appreciates his service during prior appointment. Councilor Shanahan also acknowledged his previous service.

Councilor Kiely motioned to forward measure 22 102 to the full Town Council with a recommendation for favorable action. Councilor Shanahan seconded the motion and it was voted unanimously, 3-0.

**Review Remaining General Government Departments. Deliberate the following measures:**

The following departmental budgets were reviewed by Chief of Staff Langill in a slide presentation:

**22 066 0-Department of Public Works**



**Department of Public Works**

	FY22	FY23
SALARIES	\$ 2,759,981	\$ 2,786,330
OVERTIME	\$ 139,345	\$ 139,345
Snow & Ice OT	\$ 73,143	\$ 73,143
CLOTHING EXPENSE	\$ 20,650	\$ 20,650
EXPENSES	\$ 6,570,350	\$ 6,372,850
Snow & Ice Expenses	\$ 247,000	\$ 247,000
FUEL DEPOT	\$ 475,000	\$ 475,000
<b>Total</b>	<b>\$ 10,285,469</b>	<b>\$ 10,114,318</b>

Notes:  
-Budget decreasing by 1.7%. DPW Union not settled for FY23  
-Expenses decreased to help offset current and future personnel increases

He reported that this budget reflects a 1.7% increase. The Collective Bargaining contract for this group is not settled, but some expenses (trash / recycling) were decreased to offset this.

**22 079-FY22 Snow/Ice Removal Deficit**



**Snow and Ice Removal Deficit**

<u>Snow and Ice Expenditures</u>	
In-house overtime	\$ 253,639.10
Contracts	\$ 934,892.00
Other Charges/Maintenance	\$ 159,942.97
Blades	\$ 13,436.40
Chains	\$ 4,971.71
Treatment	\$ 316,691.22
<b>Total Expenditure</b>	<b>\$ 1,683,573.40</b>
Appropriation	\$ 320,143.00
<b>Deficit</b>	<b>\$ 1,363,430.40</b>

The bulk of the \$1.3 million deficit is in contractor charges from the winter’s storms. It’s slightly higher than in past few years. He pointed out the difficulty in getting contractors even with the slight increase in pay over last year. This is the one appropriation the town can deficit-spend and fill with a measure from free cash.

**22 101-FY22 Dept. of Public Works Budget Transfer Request**



**Department of Public Works**

**Budget Transfer Request**

\$25,000  
 FROM the DPW Salaries Account #14104190-510001  
 TO the Grounds Maintenance Overtime Account #14104290-513001  
 FOR funding overtime costs needed for spring projects and events

\$100,000  
 FROM the DPW Salaries Account #14104160-510001  
 TO the Vehicle Maintenance Gasoline Account # 14105377-541001  
 FOR funding of escalating fuel costs

The first budget transfer request for \$25,000 is to cover spring projects and events. The second, \$100,000 from the salary account, is going into the gasoline account. The salary line is 70% expended year-to-date, so it’s tracking a surplus for end of year, while \$3,000 remains in the gasoline account.

Councilor Shanahan asked how \$100,000 was determined as the amount needed? Mr. Langill responded gas has run about \$40,000 average per month. Councilor Kiely noted gas prices rose again today, and no one knows what the future holds; and she asked if this is taken into consideration? Mr. Langill responded yes; prices typically fluctuate, and this account line usually ends with a significant surplus, so there is some room. He will watch it as they get closer to the fiscal year end.

Councilor Kiely motioned to forward measure 22 101 to the full Town Council with a recommendation for favorable action. Councilor Shanahan seconded the motion and it was voted unanimously, 3-0.



## Department of Public Works

### Free Cash Requests

#### 22\_088 Free Cash for DPW Front-Line Truck - \$170,000

Purchasing (replacing) a one-ton dump-truck. To replace a 2004 Ford F350 that needs restoration work beyond its value and will be more than 18 years old at the time of replacement. The new unit will be fully equipped with a 9-foot power angle snow plow and a stainless-steel material spreader and matched with a hitch to pull the asphalt patch trailer when necessary.

#### 22\_089 Free Cash for DPW Refurbish Heavy Equipment - \$150,000

Refurbishing several pieces of heavy equipment. Primarily due to the nature of the work in the winter in and around corrosive de-icing materials the equipment suffers rusted metals and also mechanical corrosion. We look to repair truck beds and bodies as well as the cosmetic and mechanical features of the DPW machinery with the intent of extending the life of our fleet.

#### 22\_081 Free Cash for Park Maintenance - \$250,000

Supplementing park maintenance line-items (546202) in Asset Management (11904405) and DPW (14104490)

### 22 088-Free Cash for Front-Line DPW Truck

Mr. Langill reported that free cash is requested to replace a 1-ton dump truck that will be more than 18 years old. It will be equipped with a plow, spreader and hitch for full service front-line vehicle by DPW. The existing truck will be scrapped.

### 22 089-Free Cash for Refurbishing DPW Heavy Equipment

This free cash request is for \$150,000 to refurbish some of the department’s equipment in order to extend useful life; repairs to truck beds and bodies, winter storm damage and corrosion work. Undercarriage rot work will be sent out. DPW Director Connell commented that the committee would be surprised at how quickly corrosion affects the fleet.

### 22 081-Free Cash for Park Maintenance

This free cash request is to match meals tax revenue to help with park maintenance. Two positions are in the DPW budget, and one in Asset Management. At its peak before COVID, the line items totaled \$625,000 but has been reduced to closer to \$200,000 and these funds will be used to supplement those lines. DPW Director Connell reported on the types of projects, town wide, that this funding will supplement. Councilor Kiely noted how fortunate Weymouth has been with the state of the town parks and that other towns look to Weymouth’s as an example. She looks forward to lighting improvements at Weston. Chair Molisse commended on the park conditions. Mr. Langill reminded the committee that the administration said they would not take on parks projects unless they could maintain them. This will help them keep up with maintenance on parks.

### 22 067-FY23 Annual Appropriation–Sewer Enterprise Fund



## Sewer Enterprise Fund

	FY22	FY23
SALARIES	\$ 956,092	\$ 947,888
OVERTIME	\$ 135,000	\$ 135,000
CLOTHING ALLOWANCE	\$ 6,600	\$ 6,625
EXPENSES	\$ 555,000	\$ 670,000
BENEFITS AND INDIRECTS	\$ 2,271,590	\$ 2,268,146
RESERVE	\$ 50,000	\$ 50,000
SEWER CHARGE	\$ 13,723,816	\$ 13,809,607
	\$ 17,698,098	\$ 17,887,266

Note: Water and Sewer Increases will require a 2% rate increase

This budget reflects a small (1.1%) increase.



## Sewer Enterprise Fund

### Retained Earnings Measures

#### 22\_068 Sewer Retained Earnings – Pump Station Improvements - \$500,000

Engineering evaluation, design, bidding and construction oversight for the rehabilitation of sewer pump stations. Repairs will include new pumps, electrical upgrades, wet well cleaning & building improvements.

#### 22\_069 Sewer Retained Earnings – Infrastructure Improvements - \$250,000

Engineering design, bidding and construction oversight for the upgrades to the Lower Central Interceptor Replacement Project (expected to be funded by ARPA). This section of aging piping is undersized, travels under the MBTA tracks and there's deterioration of the manholes in the marsh area resulting in infiltration and the potential for overflows.

#### 22\_070 Sewer Retained Earnings – Capital Equipment - \$75,000

Replace a 2012 F450 Sewer Department service vehicle

### 22 068-Sewer Retained Earnings-Pump Station Improvements

This \$500,00 is a traditional request for improvements to the pump stations. There are 11 stations.

### 22 069-Sewer Retained Earnings-Infrastructure Improvements

This \$250,000 will cover design services and oversight of the improvements to the Lower Interceptor infrastructure improvements. The project itself, \$6-7 million, will be funded through ARPA.

### 22 070-Sewer Retained Earnings-Capital Equipment

This \$75,000 request is to replace a sewer department service vehicle. The vehicle it's replacing will be recycled within the department.

Councilor Shanahan asked if the interceptor improvements will be performed in-house. Mr. Tower responded it will be outsourced. He outlined the process.

### 22 100- FY22 Sewer Enterprise Fund Budget Transfer Request



## Sewer Enterprise Fund

### Budget Transfer Request

\$50,000  
FROM the Sewer Enterprise Fund Reserve Account #61015257-573100

\$25,000  
TO the Sewer Electricity Account #61014450-521101

\$25,000  
TO the Sewer Equipment Maintenance Account #61014450-524111

FOR the purpose of funding escalating costs

This measure seeks \$50,000 from the Reserve Fund; to be split between the Electricity and Equipment Maintenance accounts to cover costs that will exceed the budget.

Councilor Kiely motioned to forward measure 22 100 to the full Town Council with a recommendation for favorable action. Councilor Shanahan seconded the motion and it was voted unanimously, 3-0.

## 22 071-FY23 Annual Appropriation-Water Enterprise Fund



### Water Enterprise Fund

	FY22	FY23
SALARIES	\$ 1,262,441	\$ 1,248,976
OVERTIME	\$ 202,500	\$ 202,500
CLOTHING ALLOWANCE	\$ 10,800	\$ 10,225
EXPENSES	\$ 3,721,238	\$ 4,190,570
BENEFITS AND INDIRECTS	\$ 4,501,676	\$ 4,329,123
RESERVE	\$ 200,000	\$ 200,000
	\$ 9,898,655	\$ 10,181,394

Note: Water and Sewer Increases will require a 2% rate increase

This budget increased slightly more than the Sewer Enterprise, but overall, water/sewer rates will increase about 2%.



### Water Enterprise Fund

#### Retained Earnings Measures

#### 22\_072 Water Retained Earnings – Treatment Plant Improvements - \$500,000

Upgrades to the 2 water treatment plants include a new HVAC system, filter media replacement, equipment upgrades and engineering services for the cleanup of sediment from the lagoon outfall.

#### 22\_073 Water Retained Earnings – Water Main Improvements - \$250,000

Engineering design, bidding and construction oversight for water main upgrades and replacement on Washington Street prior to MassDOT resurfacing (expected to be funded by ARPA). Several main breaks have occurred in this area due to the pipe's aging.

#### 22\_074 Water Retained Earnings – Capital Equipment - \$50,000

Replace a 2012 F150 Water Department inspectional vehicle

## 22 072-Water Retained Earnings-Water Treatment Plant Improvements

This \$500,000 is for upgrades to the water treatment plants.

## 22 073-Water Retained Earnings-Water Main Improvements

This is for engineering services for the water main improvements; the project will also be funded from ARPA. It covers improvements along a stretch of Washington Street which has seen several breaks over the years and is their highest priority.

Chair Molisse asked if the mains capacity will be increased. Mr. Tower responded that because of the age of the pipes and the number of breaks, the work is necessary. Once the funds are approved, engineering services will begin. Bids will be opened for the Barbara Lane project due this week. He cited supply chain issues that hamper vendors and delays work. Councilor Kiely responded that she has seen it in her line of work.

## 22 074-Water Retained Earnings-Capital Equipment

This request for \$50,000 is to replace a water inspection vehicle. Mr. Tower reported that one of the trucks lost an engine last week; if it can be salvaged, it will be passed down.



## Water Enterprise Fund

### Budget Transfer Request

Transfer \$200,000

FROM the Water Enterprise Fund Reserve Account #62015287-573100  
TO the Water Treatment Chemicals Account #62014465-545106

FOR the purpose of funding escalating chemical costs

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### 22 099-FY22 Water Enterprise Fund Budget Transfer Request

This request is for 200,000 from the reserve to the chemical account. It's a housekeeping matter.

Councilor Kiely motioned to forward measure 22 099 to the full Town Council with a recommendation for favorable action. Councilor Shanahan seconded the motion and it was voted unanimously, 3-0.

### 22 066 P-Health



## Health

	FY22	FY23
SALARIES	\$ 568,333	\$ 591,336
EXPENSES	\$ 56,700	\$ 56,700
Total	\$ 625,033	\$ 648,036

Notes:

- Budget increasing by 3.7%
- Upgraded Vacant Substance Misuse Coordinator (Grade 6 to 8)
- Assumed \$30,000 grant for Community Health Coordinator  
Expected retirement in early FY23  
Upgrading position to include Farmers Market/Substance Misuse oversight
- Total increase offset by grant and reduced salaries of expected replacements

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Mr. Langill reported that this budget reflects a 3.7% increase. He was working with the former Substance Abuse Coordinator before his departure, on a multifaceted substance abuse program to provide more outreach to the community, with ARPA funds. There will be a lot more activity with this position.

They expect to hear within the next week whether they receive the \$30,000 Community Health Coordinator grant. The MASS in Motion program will change to a partnership grant. The current coordinator is retiring at the start of the fiscal year.

In addition, the Farmer's Market program oversight will move to the Health Department and additional staff will be hired for it for the summer and fall markets. Offsets will be made in the grant and hiring savings.

Councilor Kiely noted her appreciation; with the ongoing opioid crisis and a pandemic, she urged support for education or outreach to address the issues. Mr. Langill responded that the substance abuse program will be a three-pronged approach to include education, treatment and recovery.

Councilor Shanahan asked how Farmer's Market hires will be paid. Mr. Langill responded it will come from the grant. Once the positions are in place, they will still need someone to oversee the setup, run and breakdown the weekly event. It has grown significantly.

## 22 066 Q-Library



### Library

	<b>FY22</b>	<b>FY23</b>
SALARIES	\$ 1,381,357	\$ 1,379,532
OVERTIME	\$ 4,000	\$ 4,000
CLOTHING EXPENSE	\$ 1,000	\$ 1,000
EXPENSES	\$ 363,454	\$ 398,297
Total	\$ 1,749,811	\$ 1,782,829

Notes: -A total 1.9% budget increase  
-A 15% increase in Books and Materials to help meet MBLC's materials appropriation requirement for FY23  
-Increases offset by salary savings in filling vacancies  
-A \$15,000 increase in electricity, \$10,000 decrease in gas heat

This budget reflects a 1.9% increase, and one of the bargaining units has not settled a contract yet. Books and Materials lines were increased by 15% across the board, although it is still \$30,000 short of the Board of Libraries requirement. They typically either find a way to fund it, or go through a waiver process.

Chair Molisse asked when they have to meet the deadline. Mr. Langill responded that they have the fiscal year to meet it. He is still unsure what the electricity will run in the newer, bigger facility. Solar arrays were installed that will offset some of the cost. There will be some salary savings with changeovers in staffing.

## 22 066 G-Town Clerk



### Town Clerk

	<b>FY22</b>	<b>FY23</b>
SALARIES	\$ 406,603	\$ 420,607
OVERTIME	\$ 3,000	\$ 4,000
EXPENSES	\$ 54,850	\$ 81,500
Total	\$ 464,453	\$ 506,107

Notes: -A 9% total budget increase  
-Majority of increase is for new dog license and public records systems

This budget reflects a 9% increase, and the majority of the increase is a new dog licensing system and FOIA portal to streamline response to public records requests. Cost for the FOIA portal is a one time install and then yearly subscription. Some staff is within the SEIU collective bargaining unit, which hasn't settled a contract yet.

## 22 066 S-Parks & Recreation



### Parks and Recreation

	<b>FY22</b>	<b>FY23</b>
SALARIES	\$ 322,174	\$ 312,448
EXPENSES	\$ 9,000	\$ 9,000
Total	\$ 331,174	\$ 321,448

Notes: -Total budget decreasing by 2.9%  
-Portion of salaries offset by Field Enterprise Fund

This budget reflects a decrease, largely because the Field Enterprise fund created and shifted salaries from within the operating budget. There are two permitting clerks and one moved into more clerical. These three

positions are nonunion and reflect those adjustments this year. Director Reilly reported that all programs are up and running and producing revenue, which took a significant hit during COVID.

Chair Molisse asked if one of the new positions will be used to market the fields. Mr. Langill responded yes.

Councilor Kiely noted that Wentworth Institute is using Libbey Field as its home field, which reinforces the quality of the park.



## Parks and Recreation

### Free Cash Requests

**22\_090 Free Cash for Recreation Passenger Vans - \$80,000**

Replacement of two (2) outdated passenger vehicles no longer used for transportation due to safety concerns - vans were repurposed to library and asset management (2005 E350, 2008 E350)

**22\_091 Free Cash for Path Lighting at Weston Park - \$50,000**

Add 10-12 lights to existing pathways at rear of Weston Park between Washington Street and Front Street

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### 22 090- Free Cash for Recreation Passenger Vans

This \$80,000 request will replace two passenger vehicles (vans), for safety reasons. The vans being replaced will be recycled for use by Library and Asset Management Departments.

### 22 091- Free Cash for Weston Park Path Lighting

This \$50,000 will be used to install lighting along the path between Washington and Front Streets at the back side of Weston Field. There were lights there in the past that were disconnected.

Councilor Kiely reported she fielded several calls from constituents in her district in that area and appreciates the attention to public safety.

### 22 076-Annual Appropriation-Facilities and Fields Enterprise Fund



## Facilities and Fields Enterprise Fund

REVENUE		COST CENTER (Expenses)	
Legion	\$ 45,000.00	Building/office supplies	\$ 1,000.00
Lovell 1	\$ 90,000.00	Turf Maintenance (Supplies)	\$ 10,000.00
Lovell 2	\$ 90,000.00	Irrigation Maintenance (Contract)	\$ 32,000.00
Lovell 3	\$ 84,800.00	Field Equipment and Materials	\$ 10,000.00
Libby	\$ 31,000.00	Employee Laborer (FT Attendant)	\$ 38,000.00
WHS	\$ 28,000.00	Attendant (part time labor)	\$ 20,000.00
Sponsorships	\$ 5,500.00	Electric	\$ 36,000.00
Stella Tirrell	\$ 4,000.00	Retained earnings / Capital Fund	\$231,300.00
<b>Total anticipated revenue</b>	<b>\$378,300.00</b>	<b>Total anticipated expense</b>	<b>\$378,300.00</b>

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Mr. Langill provided a breakdown on revenue and expenses for Facilities & Field maintenance. Hopefully in the future we will be able to replace some funding for capital expenses as other enterprise funds do. This is a fairly new fund and it will be carefully tracked over the next few years.

## 22 066 T-Elder Services



### Elder Services

	FY22	FY23
SALARIES	\$ 322,174	\$ 312,448
EXPENSES	\$ 9,000	\$ 9,000
Total	\$ 331,174	\$ 321,448

Notes:

- Director's salary grade was adjusted (increased) in an effort to bring pay equity among all town department/division heads
- Budget includes increased transportation hours and a case manager, both offset by grant funding

This is the second of the three budgets where the inequity in director salary is adjusted. The budget also reflects additional transportation hours and added a case manager for outreach services. The funding will be offset by grant money. This department makes more use of grant funding than any other in town.

Councilor Kiely pointed out that as chair of the Senior Citizens committee, she witnesses firsthand the amazing work being done by the director and this department; including the IPAD and supplies given to the elderly to keep them safe and connected during the COVID shutdown. Mr. Langill agreed; these departments provide so much to the town for the price of the average tax bill.

## 22 092-Free Cash for Senior Center Improvements

This request for \$100,000 is to make some lavatory upgrades to the building that houses the Senior Center programs. The building is a former elementary school, and the lavatories are sized for children. The funds will be used to upgrade the restroom, install safety bars and do general upkeep on an aging building.

## 22 066 U-Civil Defense



### Civil Defense

	FY22	FY23
SALARIES	\$ 11,356	\$ 11,898
EXPENSES	\$ 12,200	\$ 12,000
Total	\$ 23,556	\$ 23,898

Notes:

- A 3% increase in Director's salary - funded at 20hrs/month
- Expenses are for Code Red alert system

This budget reflects a 3% increase in the director salary, for 20 hours/month. They may look to increase this further in the future. The other expense includes the CODE RED alert system that residents can subscribe to for emergency notifications. CODE RED has been used to disseminate Enbridge alerts for the compressor station.

## 22 066 V-Commission on Disabilities



### Commission on Disabilities

A \$400 operating budget for a recording secretary

There is a Commission on Disabilities Revolving Fund that is used for other expenses. It is funded from gifts and fines (e.g. handicap parking violation)

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The \$400 budget pays for a recording secretary. There is a revolving fund for other expenses, funded from gifts and HP parking violation fines and is about \$30,000.

## 22 066 W-Youth & Family Services



### Youth and Family Services

	<b>FY22</b>	<b>FY23</b>
SALARIES	\$ 152,087	\$ 196,985
EXPENSES	\$ 400	\$ 400
Total	\$ 152,487	\$ 197,385

Notes:

- Director's salary grade was adjusted (increased) in an effort to bring pay equity among all town department/division heads
- New PT Teen Center Coordinator, allowing Outreach Coordinator to focus more on Family Service outreach and case work

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This is the 3<sup>rd</sup> director position adjusted to remedy a salary inequity. It also includes the addition of a part-time Teen Center coordinator, to focus more on outreach. This is another department that relies heavily on outreach and support for families in need. The position is still in the hiring process.

Chair Molisse thanked Mr. Langill for the very informative review, and the department heads who were present, for their work throughout the year.

## ADJOURNMENT

At 6:52 PM, there being no further business, a motion was made by Councilor Kiely to adjourn and was seconded by Councilor Shanahan. Unanimously voted.

Respectfully Submitted by Mary Barker as Recording Secretary

Approved by Michael Molisse as Budget/Management Committee Chairman  
Voted unanimously on 6 June 2022