



Town of Adams Massachusetts 01220-2087

**FINANCE COMMITTEE
BOARD OF SELECTMEN**

**TOWN HALL BUILDING
8 PARK STREET**

**Tuesday, March 21, 2023, 6:00 p.m.
Adams Free Library,
1st Floor Annex Meeting Room
92 Park Street, Adams Ma**

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CALL TO ORDER: On the above date, the Finance Committee and Board of Selectmen held a Joint Meeting at 6:00 PM at the Adams Free Library. Chairperson of the Finance Committee Carrie Burnett opened the Meeting for the Finance Committee. Present from the finance committee were Chairperson Carrie Burnett; Vice-Chair Jay Meczywor, Members Carol Cushenette, Timothy Burdick, Jeff King, Michele Butler, David Lennon, Stephanie Melito, David Lennon, Rachel Tomkowicz Erin Mucci, Carrie Burnett, and Sarah Kline. *Members Robert Murray and Jay Nocher were absent.* Member Justin Duval arrived at 6:02pm.

Chairman John Duval of the Adams Selectboard called the meeting to order simultaneously. Present from the Adams Board of Selectmen were Chairman John Duval, Vice-Chair Christine Hoyt and Members Rick Blanchard and Joe Nowak. *Member Howard Rosenberg was absent.*

Also present were Jay Green, Town Administrator; Crystal Wojcik, Town Finance Director; Tim Cota, Department of Public Works Operations Manager; Eammon Coughlin, Community Development Director; Tammy Daniels of iBerkshires, and Bri Hantman, Recording Secretary.

BUDGET WORKSHOP:

Follow Ups on Last Night's Meeting

The interest rate on the Storm Bond is 2.65%

GREYLOCK Glen Operating budget:

This is a new line item in the budget. Previously, there had been Greylock glen line items spread throughout various Town Departments. Those have now been consolidated to its own budget.

Ideally, down the road the idea is to have the Greylock Glen supported by the income that it raises through the café, the outdoor center, the camp ground, the events space, etc.

We are proposing to create the position of Superintendent for Greylock Glen. There are 6 months of the fiscal year budgeted for because that is when that person would be brought onboard. This position would manage the building, which needs to be done properly because the building is

expensive and complicated. After a full year of having a Superintendent, we anticipate that the superintendent would be able to articulate further custodial staffing needs.

The second position would also be brought on at the 6-month mark, which is the Executive Director. That person would issue RFPs, meet with site operators, determine functions, and would eventually take over the management of the Visitor's Center.

Chairperson Burnett asked if there was consideration given to contracted services for the Superintendent's position. There is about \$25,000 included in the budget for contracted services because we don't know how everything is going to shake out.

We still do not know what exactly what the revenue would be for the space nor do we know what the utility costs are.

The building will have an e-gauge that will monitor what the usage is for utilities. We will not be doing anything to undermine the net-zero qualifications of the building.

COMMUNITY DEVELOPMENT

Eammon Coughlin, Community Development Director, stated there were no changes to staffing that came out of the budget. There is a four-person staff, a Director, Planner, Financial Assistant, and Assistant Director. Planner and Assistant Director are funded through Community Development Block Grant. We have an FY21 CDBG grant that is being implemented now. We are working to get projects underway with housing rehab funds.

Engineering funds is the largest line item in the community development line item. It is crucial to community development work. It allows us to invest in project that we can use with future grant funds. It can sometimes be a bottle neck, so we are asking for slightly more so that we can take on some more work.

There are requirements from the state surrounding storm water, so engineering funds will be necessary for that work.

Eammon discussed the grants that are being currently underway or about to be underway by the Community Development Department, which amount to roughly 17 million dollars. Additionally, there are roughly 3 million dollars in grant funding for projects that are currently being wrapped up.

Right now, there are two transportation related projects in town which are important to the community because they are economic development and transportation.

Chapter 90 funding has not changed since 2012. The cost of supplies, the cost of engineering, and other costs has gone up consistently.

The community development department does a good job of using Chapter 90 funds creatively. A full depth reconstruction of park street for about 1000 feet is going to cost roughly \$800,000-\$1,000,000

Jay Green provided a copy of the ARPA funds spread sheet that outlines how ARPA funds are used.

Conservation Commission:

Community Development Director has requested slightly more money in the educational line so as to be able to send more of those board members to the very necessary trainings. Planning Board and Zoning Board have similar budgets.

Department of Public Works

Member Blanchard asked if the tree farm is still viable.

The Town will only address Town owned trees on Town owned property or if they constitute a significant public safety concern.

Jay Green gave an overview of the DPW staffing patterns, operating expenses, and personal costs.

Tim Cota, Operations Manager stated that as far as operations costs go, there are no major changes with the exception of an increase in asphalt, which went up by \$21 a ton. The Town has invested in some necessary equipment to help maintain roads for longevity.

Tim stated that some budget line item consolidation was done in order to more accurately reflect where the money is being spent.

The price of salt went up by \$23 a ton this year.

During the COVID years, vehicle parts were hard to come by. Having access to a credit card has allowed the DPW to purchase items electronically which has led to significant savings.

The Transfer Station revolving fund is has a balance at the end of the year, so the next step is working to get the cost of the Transfer Station Attendant personal costs onto the revolving funds.

The Town has purchased a fertilizing machine that will allow the town to save a significant amount of money with fertilization of the fields.

Waste Water Treatment Plant

One of the most expensive aspects of the Waste Water Treatment Plant deals with a sludge contract. Lab analysis costs and chemical costs have increased.

By EPA standards, we are still able to process water and test for PFAS.

A motion was made by Member Blanchard to adjourn. The motion was seconded by Vice-chair Hoyt. The motion passed unanimously. The Board of Selectmen Meeting adjourned at 8:16pm.

A motion was made by Member Burdick to adjourn. The motion was seconded by Vice-chair Meczywor. The motion passed unanimously. The Finance Committee Meeting adjourned at 8:16pm.

Respectfully Submitted by Bri Hantman, Recording Secretary.

Carrie Burnett

Carrie Burnett, Chairperson