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FINANCE COMMITTEE

TOWN CLERK TOWN HALL BUILDING
ADAMS MASS. 8 PARK STREET

CLERK _____

Monday, May 15, 2017, 6:00 p.m.

ADAMS TOWN HALL

8 Park Street, First Floor Board of Selectmen Meeting Room, Adams MA 01220

MINUTES

On Monday, May 15, 2017 the **Finance Committee** held a meeting at the **Adams Town Hall** at **6:00 p.m.** **Chairman Burdick** presided the meeting. Present were **Members Smigel, Kleiner, Foster, Corrigan, Pitoniak, Tomkowicz, and Lefebvre.** Also in attendance were **Town Administrator, Tony Mazzucco** and **Board of Selectmen Chairman Duval** and **Member Nowak.**

The Finance Committee Meeting was called to order at 6:00 p.m.

APPROVAL OF MINUTES

Minutes were presented for March 21, 2017, March 22, 2017, and March 23, 2017. Move by Member Corrigan to approve the minutes for March 21, 2017 as written, Second by Member Smigel. Vote: unanimous. Move by Member Corrigan to approve the minutes for March 22, 2017 as written, second by Member Lefebvre. Vote: unanimous. Move by Member Lefebvre to approve the minutes for March 23, 2017 as written, second by Member Corrigan. Vote: unanimous

RESERVE FUND TRANSFERS

Reserve Fund transfer requests were reviewed. Legal Fees in the amount of \$15,000 were requested for outside legal counsel costs due to two contracts being negotiated. An INI Inflow Infiltration report required by Mass DEP to be more comprehensive will require \$20,000. The Police Station air vents needed cleaning and will cost \$5,000 to be done. Snow and Ice Removal will require \$17,500 for estimated salt costs for the year. DPW overtime will also require \$15,000 to finish out the year. The total request is for \$72,500. A scum pump is failing at the Wastewater Treatment Plant and could cost up to \$25,000. Additional money may need to be appropriated for the C.T. Plunkett roof. Discussion about air conditioners took place for C.T. Plunkett School. The discount for purchasing salt is earlier in the year before September. Quality of salt is lost if purchased too early because the salt shed is not a quality air-tight structure. Brief discussion took place about stormwater management regulations and future costs. Move by Member Lefebvre to approve the transfer of \$15,000 for legal fees, second by Member Tomkowicz. Vote: unanimous. Move by Member Lefebvre to approve the transfer of \$20,000 for the INI Study, second by Member Corrigan. Vote: unanimous. Move by Member Kleiner to approve the transfer of \$5,000 for the Police Station air vent cleaning, second by Member Lefebvre. Vote: unanimous. Move by Member Lefebvre to approve the transfer of \$17,500 for Snow and Ice Removal, second by Member Tomkowicz. Vote: unanimous. Move by Member Lefebvre to approve the transfer of \$15,000 for DPW Overtime, second by Member Tomkowicz. Vote: unanimous.

FINANCIAL MANAGEMENT POLICY

Town Administrator Mazzucco briefly reviewed how the sub-committee was formed to create the Financial Management Policy. The Town complied with this policy for the budget this year. Move by Member Lefebvre to ratify the Financial Management policy, second by Member Kleiner. Vote: unanimous.

ANNUAL TOWN MEETING WARRANT

Town Administrator Mazzucco reviewed the Annual Town Meeting Warrant as it currently stands with no financial changes. The change was a Citizens Petition to amend the School District agreement. It has to go on the warrant but with no legal force it is a non-binding agreement. The District Agreement amendment process was reviewed briefly. A non-binding referendum could pass or fail and nothing changes. There could be a third petition. The second petition is the correct process but doesn't amend the District Agreement because it doesn't state the actual change. The Board of Selectmen will vote on that and the Finance Committee will reconvene after that. The Articles were reviewed individually. Articles that Committee Members wished to discuss further were held for discussion. Articles 7, 9, 17, 20, 21, 22, 23, 24, 25, and 26 were held for discussion. Move by Member Lefebvre to approve all Articles not held, second by Member Tomkowicz. Two abstentions (Member Kleiner abstained from Article 5; Member Pitoniak abstained from Article 6). Vote unanimous on all other Articles.

Discussion on Article 7 included engineering costs and bid specifications to include enough money to close out the project. The Town Hall roof, windows, carpeting and security cameras were reviewed. Next year the front and rear porticos of Town Hall will need to be addressed. The clock tower repairs were outlined. The Registry of Deeds building was briefly noted as possibly being used by the School District. Move by Member Lefebvre to approve Article 7, second by Member Tomkowicz. Vote: unanimous.

Discussion on Article 9 for the McCann budget took place and it was noted the Finance Committee voted down this budget. A recommendation was made to put a "no recommendation" on this Article. There are 14 additional kids attending McCann from this community. Move by Member Corrigan to make a "no" recommendation on Article 9, second by Member Kleiner. Vote: unanimous.

Discussion on Article 17 was regarding the increased amount of \$30,000 in funding for the Recycle Center for a revolving fund so the Town is able to start taking solid waste in July. Revolving funds were explained for expenses. Town property auction revolving funds were discussed to handle remediation costs. Move by Member Corrigan to approve Article 17, second by Member Tomkowicz. Vote: unanimous.

Article 20 was reviewed with discussion on the annual economic development and meals tax funds in the amount of \$80,000. \$40,000 is proposed to go to the Greylock Glen, \$20,000 to Downtown Development and \$10,000 to Susan B. Anthony. A brief update was given regarding the RFQ for the Greylock Glen, the state appropriated funds and the trail network. Town and DCR responsibilities were reviewed in regards to the Greylock Glen and the trails, as well as putting cameras up. Move by Member Lefebvre to approve Article 20, second by Member Tomkowicz. Vote: unanimous.

Discussion about Article 21 took place regarding the Bellevue Cemetery sheds needing to be torn down and a new one constructed. The Cemetery Commissioners are in support, and the funds would come from the Cemetery Investment fund. The new construction would be a steel building for cold storage without plumbing or a bathroom. The proposal is for a prefabricated 40' x 60' steel building on a concrete slab. Move by Member Lefebvre to approve Article 21, second by Member Tomkowicz. Vote: unanimous.

Article 22 was explained in depth about the easement needed by National Grid at the landfill to run and maintain electricity there. A temporary agreement is being signed with them this week but the easement will give them permission to go on the property to repair a line. Move by Member Lefebvre to approve Article 22, second by Member Tomkowicz. Vote: unanimous.

Article 23 was explained and would bring the Police Department out of Civil Service. This is still in Union negotiations but as a precaution it will need to be on the Warrant. This will open up more candidates and shorten the timeline for hiring. Move by Member Kleiner to approve Article 23, second by Member Lefebvre. Vote: unanimous.

Article 24 was briefly explained and will accept Kingsmont Lane as a Town road. The process has been completed and is pending the Board of Selectmen and Planning Board votes. The Town has been plowing it and the pavement is in good shape but is 10 years old. Everything that needed to be fixed has been completed with confirmation from the engineering firm. Move by Member Tomkowicz to approve Article 24, second by Member Corrigan. 1 Abstention (Kleiner), 1 In opposition (Lefebvre), Voted in favor were Burdick, Smigel, Foster, Corrigan, Pitoniak, and Tomkowicz. Motion carried.


Article 25 was briefly explained as a request for an easement for a 900' Sewer Line on Gould Road for a private residence. Engineering still needs to come back but this would in no way be Town responsibility. It will have a flow jet. Move by Member Kleiner to approve Article 25, second by Member Lefebvre. Vote: unanimous.

Article 26, a Citizen's petition, was discussed. It was noted that it was worded incorrectly and if something happens and the septic system fails the Town of Adams is responsible also as part of the Regional School District. There was no vote to rescind the original vote to close the school, but just a forwarded petition. A question was raised whether there would be a future financial impact to the Town of Adams. It was noted if both towns accept it but the State rejects it both towns are financially responsible. A Citizens petition is a non-binding referendum. Move by Member Corrigan to reject Article 26, second by Member Kleiner. Vote: unanimous.

ADJOURNMENT

Motion made by Member Lefebvre to adjourn the meeting, second by Member Tomkowicz, vote: unanimous. The meeting adjourned at 7:29 p.m.

Respectfully Submitted by Deborah J. Dunlap,
Recording Secretary



Timothy Burdick, Chairman