

Board of Selectmen Meeting:
Emergency Services William Belden Training Room

April 9, 2018 @ 6:15 p.m.
Approved: October 9, 2018

Present: Selectman Brian Moriarty, Chair, and Selectman Edmund Jaworski, Marlene Michonski, Town Administrator

Selectman Moriarty opened the meeting at 6:20 and announced the Finance Committee would join the meeting afterwards. He announced the Smith Academy performance of Shrek. Also, on Wednesday, May 2nd, there will be a resilience presentation at Hatfield Elementary School. Call 247-5641 for reservations. There was no one present for public forum.

AP Warrants – Selectman Moriarty moved to approve voucher #1037 in the amount of \$73,721.87. Selectman Jaworski seconded. The motion was approved.

Water/Sewer Commitment

Selectman Moriarty noted the water/sewer commitment from the town collector is in the amount of \$422,198.92. Selectman Moriarty moved to approve the amount as submitted by the town collector. Selectman Jaworski seconded. The motion was approved.

350th Anniversary Committee

Selectman Moriarty moved to appoint Lynn Omasta to the 350th Anniversary Committee. Selectman Jaworski seconded. The motion was approved.

Selectman Moriarty moved to increase the number of members on the 350th Anniversary Committee from 7 to 9. Selectman Jaworski seconded. The motion was approved.

Ambulance Billing

Ms. Michonski said regarding billing, that \$70,230.08 was collected through March. This is informational and the Board need take no action.

The Board acknowledged receipt of a DPW grievance form. This will be taken up at a later date.

There being no old business, nor unanticipated new business, the regular portion of the meeting ended at 6:28p.m. Finance Committee members present: Mr. Sean Barry, Mr. Shawn Robinson, Mr. Paul Fisher, and Mr. Darryl Williams. Also in attendance were Edwina Palmisano, Derek Geser, Sharon Strzegowski and Phil Genovese. The committee discussed grant loans, or reimbursable loans with Ms. Palmisano. She said what wasn't classified as a grant loan can be reclassified in July. Ms. Michonski spoke with Louise Slys and Mr. Cole and noted we borrowed a lot of money in the last few years.

The meeting now recommenced with Finance Committee and some department heads. Budget paperwork was distributed. Mr. Williams gave an update of the last 2 weeks. After due diligence by Ms. Michonski and staff, some loan corrections were put into the spreadsheet resulting in the town being \$293,000.00 over the levy limit. The numbers have been confirmed as correct. The town has reached out to Terry Williams, DOR. Darryl Williams expressed condolences regarding a death in Mr. Terry Williams' family. Attention was drawn to changes on page 2 of the spreadsheet.

Special Town Meeting in January

Selectman Moriarty welcomed Mr. Barry back to Finance Committee. After a brief discussion regarding appropriate entering of loans, it was noted that the town may be able to restructure some of the borrowing.

Ms. Michonski drew attention to her spreadsheet noting that colored items are being worked on. Regarding short term interest the Highway Garage repairs project has not started so we shouldn't have borrowed. This may possibly be restructured and we may be able to delay paying the principal.

Mr. Robinson expressed the opinion that certain column totals seemed to be incorrect. Ms. Michonski described the lines totally left to right not top to bottom. She said any changes must be made so as not to impact other places in the workbook.

Mr. Williams briefly discussed town hall renovation with Ms. Michonski. Smith Academy Park is also a grant. Ms. Palmisano said when it comes due it can be rewritten as a grant/loan.

Ms. Michonski said CPC and Kestrel Trust contributed money to the Horse Mountain project. Ms. Palmisano noted many of the towns loans are due July 1st but some can be reclassified as grant loans with review and approval from DOR.

Ambulance revenue was discussed with Chief Gaughan remarking that excess ambulance revenue went into the general fund when if it had gone back to ambulance it would be \$20,000.00 in the black. The Chief said the ambulance has been self-sufficient for over 30 years and excess ambulance revenue has always gone into ambulance and not free cash. This year ambulance needs \$79,000.00 to purchase equipment. Mr. Williams said this can only be corrected through tax or free cash. Ambulance is revenue generating and it was asked why this wasn't corrected in January.

Mr. Geser explained a 60 day rule regarding the ambulance fund and Schedule B-2. The town had appropriated more than was in the fund. He said hopefully we'll begin to develop a surplus and can take care of this at Annual Town Meeting. Chief Gaughan wants to know the position his department will be in, as he may have to possibly cut services.

Mr. Robinson noted the FY18 total on the spreadsheet was incorrect. Ms. Michonski explained columns D, E, F are not formulas. Mr. Barry said it looked like everything adds up. FY18 was reduced by the amounts that the departments gave up. Mr. Williams asked if the deficit could be dropped by \$102,000.00 if DOR lets us change the loans. The town clerk said the elections budget was increased but now the state will reimburse municipalities for the costs of early voting. Ms. Michonski will talk to town clerk, Lydia Szych about this.

Selectman Moriarty asked about an FY18 figure in the change column. Mr. Fisher advised that the totals are not the totals saying the line items are correct but not the totals. Ms. Michonski said column m is the difference between requested amount and the previous fiscal year. It's formatted left to right and shows FY18 and proposed for FY19.

Mr. Robinson asked if there will be a cut to DPW. Selectman Moriarty said we need to know the amount of money we are dealing with. Mr. Williams said we need to look at recommended for 19 and we have to pay Mr. Cole for next year. Selectman Moriarty asked about looking at receipts pages.

Excess levy capacity and unchanged state revenues were discussed. Questions were addressed regarding estimation of receipts, and HCTV funding through an enterprise fund.

Mr. Geser plans to get 3rd quarter done tomorrow and 4th quarter at the end of the week. There was discussion around Schedule A preparation. Mr. Williams said maybe by May 1 we can get the auditors in. DOR will want to see a draft audit. Selectman Moriarty said by Annual Town Meeting on May 8 we can talk to the free cash amount though we may not have it. It will need to be allocated by mid-June

Mr. Williams talked about continuing town meeting and doing everything except the budget part. He said the town would not have to put the budget together until mid-June. Selectman Moriarty said if the auditor stays on track the perhaps it would be the 1st week of May. Selectman Jaworski asked about the legality of continuing town meeting. Mr. Williams said we would need DOR to be ok with this.

Finance Committee discussed the group health insurance increase which was \$107,000.00. Selectman Moriarty commented that it went up about 20% to which Mr. Barry answered over several years the cost had gone up but the increases had been absorbed by the trust. Selectman Moriarty said it was important to point out to townspeople that we're spending money we're obligated to pay. Ms. Palmisano said the budget wasn't set correctly and we'll be short so we're making up \$20,000.00 we should have paid this year.

Mr. Williams asked to schedule a meeting next week and have Ms. Palmisano and Ms. Michonski bring information on grant loans and new growth. Mr. Robinson asked Mr. Genovese to cut \$60,000.00 from vehicle lease to which Mr. Genovese answered we cannot because it is money owed. Asking departments to submit revised FY19 budgets with a 2% cut was discussed. Resident, Bob Flaherty said we have to say no at some point, and stop robbing Peter to pay Paul. Mr. Robinson noted that the column numbers need to add up and everything on the budget spreadsheet needs to be correct.

Selectman Jaworski said these spreadsheets are confusing. Mr. Barry said there are increases already built in to the spreadsheets. Inspection fees are up \$3500.00. The revolving fund was eliminated. The school vocational education amount of \$72,732.00 can't change. Mr. Robinson said the plan is to not need Mr. Cole after next year. Mr. Robinson said he would feel comfortable pushing off the new vehicle leases. Mr. Genovese said the vehicle lease is not a DPW lease. Chief Gaughan said every year we put off new vehicles is 1 more year we fall behind. Maintenance on the vehicles is astronomical. Mr. Robinson said it would be a 1 year solution.

Mr. Williams said we've taken on loans, the renovation, water transmission lines and the sewer plant. DOR and previous town meetings were discussed. Chief Gaughan said to lease an ambulance today would be \$49,000.00/year for 9 years. Mr. Barry said about an enterprise fund – if it doesn't make enough money then you have to do without. Mr. Geser said he had this question up to Mr. Cole now. Mr. Williams said he prefers to have this discussion next year.

Warrant Articles-

There is the question of whether the town treasurer/collector offices should be combined, and also to be elected or appointed; whether the article should be split was talked about. Mr. Williams asked if this would confuse townspeople. The Board discussed with the Finance Committee, possible warrant articles for Annual Town Meeting. Mr. Williams said they should look at ways to not delay, but continue town meeting. Selectman Moriarty and others present discussed possibly opening and then postponing town meeting, and also alternative days and times to allow seniors or working people to more easily attend. It was expressed that a low number of citizens decides the budget.

Selectman Moriarty said the FY19 numbers are correct. A meeting Tuesday at 6:30 is planned and tentatively for Thursday also. Mr. Williams asked that department heads receive a letter or email informing of a 1 – 2% budget decrease. Terry Williams will be here Thursday for the financial team meeting.

Selectman Jaworski moved to adjourn. Selectman Moriarty seconded. The meeting ended at 9:15pm.

Respectfully Submitted,

