

FINANCE COMMITTEE
Minutes
Zoom Meeting 983 6923 7127

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MILFORD, MASS.

Date: April 12, 2021

Time: 6:30 p.m.

Present: Kuphal, Wells, O'Connell, Cooney, Kupcinskaskas, Gillmore

Absent: Cooper

Meeting called to order at 6:37 p.m.

Justine Caggiano, Human Resources, Sean Hendricks, Town Manager and Jayne Davolio, Town Clerk, were present for the meeting

Motioned by O'Connell, seconded by Kupcinskaskas to open the Public Hearing on the FY22 Budget at 6:37 p.m. Kuphal, yes; Wells, yes; Cooney, yes; Kupcinskaskas, yes; Gillmore, yes; O'Connell, yes

Motioned by O'Connell, seconded by Kupcinskaskas to close the Public Hearing on the FY22 Budget at 6:38 p.m. Kuphal, yes; Wells, yes; Cooney, yes; Kupcinskaskas, yes; Gillmore, yes; O'Connell, yes

Jennifer O'Connell: Were the Selectmen happy with your budget presentation?

Sean Hendricks: They were very happy with the presentation and with the budget. There were no questions on the proposed budget. They did question the staffing issues for the Police Department. I want to remind you that our Local Receipts is a very conservative number. The meals tax is down due to COVID. The budget is lean on both sides. Debt Service is the only large increase at 30%. I went closer to the levy than anticipated. We are still relying on the Governor's numbers.

Kevin Kuphal joined the meeting in person.

Motioned by Kupcinskaskas, seconded by Cooney to accept the minutes of 3/22/21 as written. Unanimous.

Motioned by Kupcinskaskas, seconded by Wells to accept the minutes of 4/5/21 as written. Unanimous.

Jennifer O'Connell: I think we should vote on the Warrant first. There doesn't seem to be as many questions on the Warrant versus the Proforma.

Annual Town Meeting Warrant Articles

Consent Agenda Articles (3-8)

Sean Hendricks: The account numbers may change on Articles 3 and 4. I will verify those numbers tomorrow night.

Jennifer O'Connell: Article 3 refers to personal property damage. Article 4 refers to disposal of abandoned property. Article 5 is the Elders Services Program. Article 6 is the Public Access expenses. Article 7 is for the Revolving Funds. Article 8 is to reauthorize funding from prior articles.

Motioned by Kupcinkas, seconded by Cooney to accept the Consent Agenda Articles as written. Unanimous.

Article 9-Paving and Re-Paving of Public Ways

Sean Hendricks: The DPW has a list of roads that need to be done. This also covers the culverts and the salt shed.

Motioned by Kupcinkas, seconded by Cooney to accept Article 9 as written. Unanimous.

Article 10-Stabilization Fund

Jennifer O'Connell: What will this bring the total up to in this account?

Sean Hendricks: It would be just over \$2Million. The Free Cash Policy calls for 4% of the revenues. The Town Reserve Policy calls for a more reasonable amount of 10% of revenues to be in this account.

Motioned by Kupcinkas, seconded by Cooney to accept Article 10 as written. Unanimous.

Article 11-Road Stabilization Fund

Russell Wells: What criteria do you need to use this fund?

Sean Hendricks: When we are in the process of a project, we may not be able to borrow to do the roads, so we would use this fund.

Motioned by Kupcinkas, seconded by Gillmore to accept article 11 as written. Unanimous.

Article 12-OPEB

Motioned by Kupcinkas, seconded by Gillmore to accept Article 12 as written. Unanimous.

Article 13-Compensated Absences Reserve Fund

Motioned by Kupcinkas, seconded by Cooney to accept Article 13 as written. Unanimous.

Jennifer O'Connell: I spoke to the School Department and they voted their budget as is. They do not want to re-visit and reduce their budget. The Town Manager recommended a reduction of

Motioned by Kupcinskaskas to accept. Unanimous.

14N-Parks Truck

Motioned by Kupcinskaskas to accept. Unanimous.

14O-Police Training Room

Motioned by Kupcinskaskas to accept. Unanimous.

14P-Fire Department-Station 3 Maintenance and Repair

Motioned by Kupcinskaskas to accept. Unanimous.

14Q-Fire Department OPM for new Fire Station

Motioned by Kupcinskaskas to accept. Unanimous.

14R-Welcome to Millbury Sign Upgrade

Motioned by Kupcinskaskas to accept. Unanimous.

Article 15-Allocation of Cannabis-associated revenues

Motioned by Kupcinskaskas, seconded by Cooney to accept Article 15 as written and remove sub lines 3, 4 and 5. Unanimous.

Chris Naff, member of the Board of Selectmen, entered the meeting at 7:20 p.m.

Article 16-Prior Fiscal Year Bills

Motioned by Kupcinskaskas, seconded by Wells to accept Article 16 as written. Unanimous.

Article 17-Adoption of the rule for all Annual and Special Town Meetings concerning $\frac{2}{3}$ votes

Motioned by Kupcinskaskas, seconded by Wells to accept Article 17 as written. Unanimous.

Article 18-Civil Service Article

Sean Hendricks-This article has been withdrawn.

Article 19-Liquor Licenses

Motioned by Kupcinskaskas, seconded by Wells to defer action on Article 19 to the petitioner. Unanimous.

Article 20-Road Acceptance-Jessica J Drive

Motioned by Kupcinskaskas, seconded by Cooney to defer action on Article 20 to the Planning Board. Unanimous.

Article 21-Road Acceptance-Moore Drive

Motioned by Kupcinskaskas, seconded by Cooney to defer action on Article 21 to the Planning Board. Unanimous.

Article 22-Road Acceptance-Mogren Drive

Motioned by Kupcinskaskas, seconded by Cooney to defer action on Article 22 to the Planning Board. Unanimous.

Jennifer O'Connell: Do we want to vote each department or do we want to vote the total for each section?

The majority of the Committee wanted to vote each department budget.

Nicole Cooney: Should we be adding positions at this time?

Sean Hendricks: This a ½ position for the Town Clerk's office. This increase in personnel is warranted.

Jayne Davolio: I just want the position back that was cut to part time 12 years ago.

Jennifer O'Connell: The Tax Collector gave me some information about what is done in-house and what is done remotely. I don't want to add any positions and not be able to reduce them in the future.

Sean Hendricks: There is more of a turnover with part time positions.

Jennifer O'Connell: Will we be having a fall Town Meeting?

Sean Hendricks: We probably will.

Jennifer O'Connell: I would like to wait until the fall meeting to re-evaluate the adding of positions.

Town Moderator

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$205 for the purpose of funding this budget. Unanimous.

Board of Selectmen

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$20,550 for the purpose of funding this budget. Unanimous.

Town Manager

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$251,398 for the purpose of funding this budget. Unanimous.

Finance Committee

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$1,745 for the purpose of funding this budget. Unanimous.

Reserve Fund

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$75,000 for the purpose of funding this budget. Unanimous.

Finance Director/Town Accountant

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$191,100 for the purpose of funding this budget. Unanimous.

Town Audit

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$37,000 for the purpose of funding this budget. Unanimous.

Board of Assessors

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$160,775 for the purpose of funding this budget. Unanimous.

Treasurer/Collector

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$289,310 for the purpose of funding this budget. Unanimous.

Town Counsel

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$145,000 for the purpose of funding this budget. Unanimous.

Personnel

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$59,200 for the purpose of funding this budget. Unanimous.

Town Hall Computer Operations

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$252,400 for the purpose of funding this budget. Unanimous.

Town Clerk

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$261,654 for the purpose of funding this budget. O'Connell opposed, rest for.

Elections and Registrars

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$56,584 for the purpose of funding this budget. Unanimous.

Planning and Development

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$265,115 for the purpose of funding this budget. Unanimous.

Town Hall

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$190,876 for the purpose of funding this budget. Unanimous.

Town Reports

Motioned by Kupcinskaskas, seconded by Cooney to recommend to raise and appropriate a total of \$2,700 for the purpose of funding this budget. Unanimous.

Motioned by Kupcinskaskas, seconded by Cooney to recommend a total for General Government of \$2,260,612. O'Connell opposed, rest for.

Police Budget

Jennifer O'Connell: We could take the money from the cruisers and put it towards another officer and put the cruisers back into the Free Cash Article.

Nicole Cooney: Can we remove the money for the SRO from the School Budget? The chief did say that he could not accommodate a 2nd SRO next year.

Jennifer O'Connell: The School Department wants to keep that in their budget.

Sean Hendricks: You should look at what you want to do with the education budget before you continue voting the rest of your budgets.

Millbury Public School Budget

Jennifer O'Connell: We need to take out the additional SRO.

Sean Hendricks: My reduction is a responsible amount. I told Mr. Myers that I could meet him half way. I could reduce my cut to \$150,000 if I need to. I will accept whatever your committee decides. I will have to make some adjustments. I have funding in the DPW budget for a Director. That would be \$90,000.

Albert Kupcinskaskas: Why don't we reduce their budget by \$142,000? That would be the SRO, plus \$100,000.

Kevin Kuphal: We would have to have a Plan B at Town Meeting, just in case they get up and get their full budget.

Jennifer O'Connell: I think if we cut \$100,000, we have a better chance than what the Town Manager recommends.

Nicole Cooney: Considering that \$40,000 of that is for the SRO, I don't think that is unreasonable.

Sean Hendricks: I would prefer that you suspend discussions on this until after I come up with a plan on the budgets with additional decreases.

Jennifer O'Connell: When is the latest that we can send you our recommendations?

Jayne Davolio: I need all the paperwork by Thursday of next week.

Next meeting, Tuesday, April 20, 2021 at 6:30 p.m.

Complete voting of the proforma

Revisit Warrant, if necessary to make any changes

Jennifer O'Connell: Will you have the Summary Sheet ready for Tuesday?

Sean Hendricks: I am just waiting on the Sewer Department numbers.

Motioned by Kupcinskas, seconded by Cooney to adjourn at 9:11 p.m. Unanimous.

Albert P. Kupcinskas

James W. Cooney

Nicol L. Cooney

Jennifer O'Connell