



TOWN OF EAST LONGMEADOW
60 CENTER SQUARE
EAST LONGMEADOW, MA 01028

TOWN COUNCIL

(413) 525-5400 ext. 1001

Michael J. Kane, President,
Thomas C. O'Connor, Vice President
Donald J. Anderson, R. Patrick Henry, Kathleen G. Hill
Ralph E. Page, Marilyn M. Richards

Approved 9-8-2020

MINUTES

Town Council Meeting
July 21, 2020 at 5:30 pm
East Longmeadow, Massachusetts 01028

Present: President Michael Kane, Vice President Tom O'Connor, Pat Henry, Ralph Page, Marilyn Richards, Don Anderson and Kathleen Hill

Council President Kane opened the meeting at 5:30 p.m. followed by a Moment of Silence. The meeting was conducted remotely consistent with Governor Baker's Executive Order of March 12, 2020. Announcements were made in accordance with Mass General Law, and it was noted that the meeting was being audio taped as well as in a virtual remote format.

President Kane noted that all votes that are taken will be roll call votes.

Public Comments: None

Council Comments: Councilor Page commented that after going through the budget he really enjoyed the format and the way it was listed. It was a lot easier than what he has seen in the past and would like to thank Mary McNally for that.

President Kane commented that this is his third year going through the budget process and he believes the process has been made easier and would like to commend everyone involved in that process.

Communications, Correspondence and Announcements: Councilor Hill received a letter from Senator Eric Lesser's Administrative Director, Joe McAuliffe, regarding the potential passage of the 2020 Transportation Bond Bill and inquired if there might be any transportation projects on the town's back burner that they would like to submit. Councilor Hill spoke with Tom Christenson who told her he could come up with a list of possibilities. They submitted a 2.2 million dollar project for the intersection of Route 83 and Mapleshade West (the intersection at CVS). Councilor Hill stated that the East Longmeadow project was included in the Transportation Bond Bill; this means the money is earmarked but it has to be released by the Governor.

Councilor Henry asked is this was a Senate bill. Councilor Hill stated it is a Senate bill and the Governor

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has not signed it as of yet.

Councilor Hill made a motion to move out of order on the agenda and move to number 9, Orders of the Day and return to the normal order of the agenda at 6:30 pm for the Public Hearing. Councilor Henry

seconded the motion. Roll Call Vote: Councilor Henry – Yes, Councilor O’Connor – Yes, Councilor Hill – Yes, Councilor Richards – Yes, Councilor Anderson – Yes, Councilor Page – Yes and President Kane – Yes.

Financial Matters:

1. Recommendations from the Financial Oversight Committee:

Christine Saulnier and Jim Broderick of the Financial Oversight Committee were present and presented an overview of their recommendations, as shown in Attachment A.Ms. Saulnier stated it is their intent to give a brief report and answer any questions and also recognized all the members of the Committee.

Councilor Page asked about Community Preservation funds on the report; for the FY2020 budget is was \$263,759.00 and for the budget for FY21 it is removed. Mr. Broderick explained that it is an accounting issue. They found that it was already embedded elsewhere so by having it here they would be double counting it. This is not eliminating the contribution it is just removing it from being counted in their projections stated Mr. Broderick.

President Kane thanked Ms. Saulnier and Mr. Broderick for their contribution and is sure that everyone commends them for all of their efforts and the valuable information that they have presented.

2. Approval of Deficit Spending Approval/Single Month Budget Request – Town Manager Mary McNally:

Councilor Page made a motion to bypass this agenda item until after the Public Hearing. Councilor O’Connor seconded the motion. Roll Call Vote: Councilor Henry – Yes, Councilor O’Connor – Yes, Councilor Hill – Yes, Councilor Richards – Yes, Councilor Anderson – Yes, Councilor Page – Yes and President Kane – Yes.

Old Business:

1. Discussion of parking for The Pizza Shoppe patrons –President Kane stated that at the last Town Council meeting they had received a letter from a concerned business on Shaker Rd. The main concern was parking violations. The Town Manager passed on all the concerns to the appropriate Department Heads. All the concerns are being viewed and they are hoping for a solution or remedy shortly.

New Business:

1. Approve location for early voting for September 1, 2020, State Primary –Town Clerk/Clerk of the Council Jeanne Quaglietti explained that the State is requiring 7 days of Early Voting for the State Primary, September 1, 2020. The Library is usually used for Early Voting but is not available for use during this time as they are using that space for the sanitization of the books. Birchland Park Middle School is available for use for the Early Voting stated Ms. Quaglietti. The Early Voting schedule is August 22, 2020 through August 28, 2020. Ms. Quaglietti is asking the Council to approve Birchland Park Middle School as the Early Voting location Ms. Quaglietti thanked Superintendent Smith and Principal Allen for being so accommodating.

Councilor Henry made a motion that the Town Council approve Birchland Park Middle School as the Early Voting location for the September 1, 2020 State Primary from August 22, 2020 through August 28,

2020. Councilor Richards seconded the motion. **Roll Call Vote: Councilor Henry – Yes, Councilor O’Connor – Yes, Councilor Hill – Yes, Councilor Richards – Yes, Councilor Anderson – Yes, Councilor Page – Yes and President Kane – Yes.**

Councilor Hill made a motion to recess at 6:12 pm. Councilor O’Connor seconded the motion. . **Roll Call Vote: Councilor Henry – Yes, Councilor O’Connor – Yes, Councilor Hill – Yes, Councilor Richards – Yes, Councilor Anderson – Yes, Councilor Page – Yes and President Kane – Yes.**

The meeting reconvened at 6:30 pm.

Public Hearings:

- A. 6:30 p.m.- Review of the proposed FY21 Town Manager’s Operating Budget, per Article 6, Section 1 of the Charter (continued from July 14, 2020). President Kane opened the Public Hearing at 6:30pm. Town Clerk/Clerk of the Council Jeanne Quaglietti read the legal notice into record.

Mary McNally informed the Council that there were three minor changes to the draft that was presented last week. The three changes were due to the assessment for the Westcomm transfer, the elimination of the steam pipe debt service, and the debt service on the potential bond for the school feasibility study. Ms. McNally stated that the three transactions result in a net decrease of \$4284.58. There was also the addition of a position; the Council on Aging organizational chart was inadvertently omitted from the original submission of that chart.

Councilor Page stated that under the Health Department it states that they are now taking care of the wells for gas emissions and wanted to know if that was something the Fire Department used to do. Councilor Page asked why it was changed and if it affected both budgets. Health Director Aimee Petrosky stated that this has always been under the Health Department. The Fire Department was doing the daily monitoring but when they increased their services to include the ambulances the Fire Department did not have the capacity to do it anymore so Department of Public Works started doing some of the testing. Ms. Petrosky explained that the increase was to correct public nuisance properties not because of the monitoring of the wells.

There were no public comments. President Kane closed the public comment portion of the hearing.

Councilor Comments: Councilor Page has a concern that in the Storm Water Enterprise fund that the total revenue has changed from one year to the other and wanted to know if the user rates changed. Councilor Page stated that the chart does not coincide with the bylaw that was passed specifically, LUC 300 and 400 which would be commercial and industrial uses. DPW Superintendent Bruce Fenney explained that in one section of the bylaw it stated that the Town Council shall have the authority to set and modify the user fee rates so that the total revenue generated by the said charges and the secondary source of revenue shall be sufficient to fund the town’s annual storm water program.

Councilor Page stated that instead of it being a flat \$500.00 fee for commercial and industrial there would now be different classes of industrial and commercial and he does not believe the bylaw allows us to do that. Mr. Fenney does not feel that he is outside the boundaries when coming up with the storm water fee but he will leave it up to the Council to make that decision.

Councilor Henry stated that he was on the Bylaw Review Committee and he concurs with Mr. Fenney that in fact they talked about having latitude in setting and resetting the rates depending on the size of the property and the increasing costs that would come down the line. Councilor Henry believes it would be impractical to set a bylaw that would have to be changed as a bylaw every year, which is why they wrote that in there so that it could be changed and presented to the Council. Councilor Henry added that this information was put together and presented to the Council through the normal routine in March so we did have a chance to look at this. Councilor Henry believes that what Mr. Fenney has done is fair

Councilor Page stated that if we went with the same funding as what we did last year for storm water they would still have sufficient funds for the entire fund. Councilor Page thinks that they should look at this bylaw feels we need to look at the bylaws.

Councilor Page asked about the Water Enterprise Fund the 1997 truck number four. Will that truck get used year round?

Councilor O'Connor stated as a point of clarification and expediency, if we approve the budget as is we are not sanctioning expenditure of all these monies at this time. This is our best guess at a budget today so that we can operate more efficiently. Down the road when we know what state funds we receive we will be able to amend that budget and we can address some of these other issues.

Councilor Page stated that if we approve the budget as it sits and we say that yes these capital projects are good and they go out tomorrow and purchase them how can we amend that? Councilor Page feels that they should look at Capital projects as they go.

Councilor O'Connor stated they can give direction to the Town Manager not to expend monies out of the capital side of the budget until we have an opportunity to know what the state funding will be unless there is a need for expediency.

President Kane would like to see a budget passed tonight and believes that we are at a good point right now to approve a budget. We have a safety net to be able to adjust those numbers down the road as our revenue sources become available with state funding.

Ms. McNally assured the Council that they are not running out tomorrow to spend all this money on the capital projects. It will be a minimum of 45 to 60 days before they can even begin to think about it. Ms. McNally also reminded the Council that we are still dealing with Covid and that we have an enormous obstacle ahead of us. Ms. McNally also stated that her perspective is that she would like to see the budget get approved to at least get the operating budget on a solid footing so that the Departments can move forward and then we can take some time and thoughtfully go through the capital projects, particularly the ones that are causing some conflict, and determine whether they are right for funding this year or if they can be deferred to next year. Ms. McNally reminded everyone that this was a product of a Capital Committee that met every week for about 9 weeks. The Finance Oversight Committee's recommendation reflects the capital projects as reflected in the budget.

President Kane stated that they understand the concerns that Councilor Page has raised and that

they are missing some information That information that will be forthcoming at some point and time so he feels they will have to start with the motions and see where they go with it and see if we can get a budget passed. Knowing that there will not be a race to spend these monies and knowing that they do not really know what they have to work with until a later point in time. President Kane stated that generally the President would be totally engaged in the whole budget process for at least a minimum of a year and we end up with a working budget prior to reorganization. Councilor Hill had 11 ½ months and two weeks experience with working with the different committees, working with Capital, budget finance, working directly with Mary McNally and all the Department Heads over the last 7 months. President Kane asked Councilor Hill if there was information that she could add that she feels could be valuable or create a greater level of comfort amongst the Council members would be appreciated.

Councilor Hill echoed what Ms. McNally stated in response to Councilor Page's concerns about a difference of opinion on certain Capital projects. Even if we were not in a Covid environment the likelihood that our approving a budget tonight and the various Department Heads would go forward and begin writing proposals for the various purchases is not realistic. It just doesn't happen that way. Particularly the money that has to be appropriated has to come from bonding. It is a much more drawn out process than meets the eye, coupled with the fact that the projects we approved a year ago on the capital have yet to be bonded for that has to happen first and it may alter our ability to bond for a fair amount from the new list. Councilor Hill explained all the factors involving bonding and debt service. Councilor Hill believes there should be no trepidation here from anyone about approving what is in front of us because in all likelihood we know we are coming back again to modify it once the Governor's budget is solidified and approved. Councilor Hill believes that by giving a nod to it now does no harm in being able to adjust it later.

Councilor Richards commented that she is not a member of the Finance Committee but she has been following the actions of the Finance Committee for the last several months; listening to the zoom meetings and the scrutiny that comes into play with every request before the town. The fact that these items have gotten this far and we are not hearing the justification from the Department Heads, why the need was there to make the Finance Committee support these particular additions to the Capital Plan. Councilor Richards is comfortable with what is in front of us right now and also comfortable with the fact that we are not going forward with purchase orders tomorrow. Councilor Richards feels there has been so much energy and scrutiny put into this process that it deserves support this evening. Councilor Richards also stated that she does not disagree with Councilor Page's concerns about certain items but does think it is important that we see the whole picture as to why these particular items are important now during Covid and when we are trying to save money wherever we can.

Councilor Henry suggested that they could ask questions but if someone wants to make a change that they would need to make a motion.

Councilor Hill made a point of information relative to Councilor Henry's remarks; yes we can do that if you have a question and if the end result of it is that you want to change a dollar amount or the inclusion or exclusion of something on the capital lists and if it passes please know that it would alter the numbers of all 15 of these motions that we have to go forward with by statute. And probably put us in a sticky spot tonight. We cannot just guesstimate it would have to be recalculated and we would probably have to postpone this approval for a future meeting.

Councilor Page asked about the feasibility study at the High School. Councilor Page stated that he has never seen something that was not hands on like a truck or property or something bonded, this is a study to bond a study he completely disagrees with. Councilor Page would rather see it put to a debt exclusion vote for the entire amount and let all the residents of the town take a vote on whether they want to spend 1.2 or 1.6 million.

Councilor Henry wanted to clarify that he was not recommending motions, he was saying that as a Council we have the opportunity and the right to ask questions and we have the right to make motions. We also have the right not to second a motion.

Councilor Hill stated that we heard Chris Saulnier speak tonight and her report in a nutshell parallels line by line to what the Town Manager is recommending with the exception of how to fund the specific amount for the School Department. Councilor Hill wanted her Councilor colleagues to be clear on that.

Councilor Page made a motion to remove from the capital projects the line item with regards to the feasibility study for the High School and that we submit that as a debt exclusion. Councilor O'Connor seconded the motion.

Councilor O'Connor stated that having sat on the Finance Committee this was talked about quite a bit and debt exclusion was not discussed as an option but this is a major undertaking for our town and for us to allocate 1.2 million towards a feasibility study, which we will be paying for the next five years is also contingent on us building a new High School. If the town decides that is what they want to do then the money is well spent if the town decides not to do that then the money is poorly spent so maybe debt exclusion is the way to go.

Councilor Henry asked if debt exclusion would affect the tax rate. Councilor Hill stated that as she understands it debt exclusion will affect the tax rate only for the period of the length of the bond. Councilor Page stated his understanding is that debt exclusions are not part of your tax rate but everyone is billed.

Roll Call Vote – Councilor Richards – No, Councilor O'Connor – Yes, Councilor Hill –No, Councilor Henry – No, Councilor Henry – No, Councilor Page – Yes, Councilor Anderson – No, President Kane - No.

Motion 1-A

Councilor Kane made a motion that the Town vote to raise and appropriate \$63,644.001.00 for Town purposes and charges in anticipation of revenue for the twelve month period beginning July 1, 2020, in accordance with General Laws, Chapter 44, Section 4 and all Acts in amendment thereof, and including in addition thereto Chapter 849 of the Acts of 1969 as amended for the operation of the Town departments as contained in the Town of East Longmeadow Operating Budget as printed in a chart with this Presentation, a copy of which is attached to this motion and is made part hereof by reference, entitled "General Fund Uses: General Fund Operating Budget; Fiscal Year 2021". Councilor O'Connor seconded the motion.

Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O'Connor – Yes, President Kane – Yes.

Motion 2

Councilor Page made a motion that the Town vote to raise and appropriate \$75, 00.00 to fund the Compensated Absences Reserves Account (#8226). Councilor Anderson seconded the motion.

Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.

Motion 3

Councilor Hill made a motion that the Town vote to raise and appropriate, transfer and re-appropriate and borrow for capital projects for the 2021 Fiscal Year a total sum if \$2,597,37.00 for the purposes and in the amounts set forth in the chart published with the Presentation, a copy of which is attached to this motion and is made a part hereof by reference, entitled “2021 Capital Projects” as recommended by the Financial Oversight Committee as follows; Raise and appropriate for General Fund Capital projects: \$1,009,940.00 to be n=bonded and paid from the General Fund Capital projects; \$1,709,430.00, for a total of \$2,597.370.00 for General Fund Capital projects. President Kane seconded the motion.

Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – No, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.

Motion 4- Enterprise Funds

4A- Councilor O’Connor made a motion that the Town vote to raise and appropriate, for Sewer Enterprise Fund; to be paid from the Sewer Enterprise Vehicle Reserve Fund; \$58,358.00, to be bonded from Sewer Enterprise Fund of \$972,500.00 for Sewer Enterprise Fund for a total of \$1,030,858.00 Councilor Henry seconded the motion. .

Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.

4B- Councilor O’Connor made a motion that the Town vote to raise and appropriate, for Water Enterprise Fund; to be paid from the Water Enterprise Vehicle Reserve Fund: \$100,000.00; to be bonded from Water Enterprise Fund; \$404,908.00; For Water Enterprise Fund for a total of \$504,908.00. Councilor Henry seconded the motion.

Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.

4C- Councilor O’Connor made a motion to be paid from the Stormwater Enterprise Fund; \$235,000.00, Councilor Henry seconded the motion.

Councilor Page stated he does not see what is to be paid from the Stormwater Enterprise fund. Councilor Anderson agreed with Councilor Page there should be a little more meat to the motion. Ms. McNally stated that in the package from the Financial Oversight Committee that everyone was copied in on there is a two page summary of the capital projects and the funds from which they are to be paid. That stormwater enterprise would be funding the street sweeper.

Councilor Anderson made a motion to amend the motion to say to fund the street sweeper per the Town on East Longmeadow’s MS4 permit to be paid from Stormwater Enterprise Fund in the sum of \$235,000.00. Councilor O’Connor seconded the motion. ***Roll Call Vote on the amended motion - Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.***

Roll Call Vote on the motion identified as 4-C - Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – No, Councilor Henry – No, Councilor O’Connor – Yes, President Kane – Yes.

4D- Councilor Anderson made a motion that we pay year two of a three year contracted lease for the ambulance, which is lease to own, from the Ambulance Fund in the sum of \$135,775.00. Councilor Henry seconded the motion. **Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.**

Motion 5

Councilor Richards made a motion to increase the water rates from \$3.50 to \$3.60 per 100 cubic feet for Fiscal Year 2021. Said rate has been factored into the Water Enterprise Fund for Fiscal Year 2021. Councilor Page seconded the motion. **Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.**

Motion 6

Councilor Anderson made a motion to increase the Sewer rates from \$3.50 to \$3.70 per 100 cubic feet for Fiscal Year 2021. Said rate has been factored into the Sewer Enterprise Fund for Fiscal Year 2021. Councilor Hill seconded the motion. **Roll Call Vote- Councilor Richards – Yes, Councilor Hill- Yes, Councilor Anderson – Yes, Councilor Page – Yes, Councilor Henry – Yes, Councilor O’Connor – Yes, President Kane – Yes.**

Motion 7

President Kane made a motion the town vote to approve the FY2021 Storm Water Fee Schedule as printed in the Presentation, a copy of which is attached to this motion it is made a part hereof by reference, entitled “Storm Water fee schedule”. Said rate has been factored into the Sewer Enterprise Fund for Fiscal Year 2021.

Ms. McNally informed President Kane the last sentence was a typo, said rate has been factored it should be into the Stormwater Enterprise Fund.

President Kane made a motion for the motion to read; I move the Town vote to approve the FY2021 Storm Water Fee Schedule as printed in the Presentation, a copy of which is attached to this motion it is made a part hereof by reference, entitled “Storm Water fee schedule”. Said rate has been factored into the Stormwater Enterprise Fund for Fiscal Year 2021. **Roll Call Vote to change the motion- Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.**

Councilor Henry seconded the amended motion.

Councilor Page does not believe that we can approve this because it is in direct conflict with our existing bylaw. Councilor O’Connor stated he is not comfortable with the fee schedule the way it was presented since it is in the bylaws. Councilor Page stated his contention is there is a fee schedule that was never approved through a bylaw. Councilor Henry believes that by this action tonight we are amending the fee schedule which is our privilege to do as the Council, given the language that was deliberately put in there allowing the fee schedule to be changed and presented to the Council. Councilor Henry feels it falls into the language of the bylaw that talks about being able to change the fee schedule and present it to the Council.

Roll Call Vote on the amended motion - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – No, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.

DPW Superintendent, Bruce Fenney informed the Council that he does have oversight over the Board of Public Works and that he did do the funding table through the Storm Water and it was approved by the Board of Public Works. Thus was sufficiently looked at and he has talked to many businesses over the past year during the initial phase of the Storm Water Enterprise Fund and if the Council did not pass it this evening there would have been very upset small business owners that were getting charged the same as some of the big companies with acres of impervious surface.

Motion 8-

Councilor Henry made a motion that the Town vote to raise and appropriate \$3,278,000.00 to the Water Enterprise Fund for Fiscal Year 2021 as printed in the Presentation, a copy of which is attached to this motion and is made a part hereof by reference, entitled “Water Enterprise Fund”. Councilor Richards seconded the motion. Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – No, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.

Motion 9

Councilor Page made a motion that the Town vote to raise and appropriate \$2,314,100.00 to the Sewer Enterprise Fund for Fiscal Year 2021 as printed in the Presentation, a copy of which is attached to this motion and is made a part hereof by reference, entitled “Sewer Enterprise Fund”. Councilor Anderson seconded the motion. Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – No, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.

Motion 10

Councilor Hill made a motion that the Town vote to raise and appropriate \$310,854.00 to the Stormwater Enterprise Fund for Fiscal Year 2021 as printed in the Presentation, a copy of which is attached to this motion and is made a part hereof by reference, entitled “Stormwater Enterprise Fund”. President Kane seconded the motion. Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – No, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.

Motion 11

Vice President O’Connor made a motion that the Town vote to raise and appropriate \$215,600.00 to the ELCAT Enterprise Fund for Fiscal Year 2021 as printed in the Presentation, a copy of which is attached to this motion and is made a part hereof by reference, entitled “ELCAT Enterprise Fund”. Councilor Henry seconded the motion. Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.

Motion 12

Councilor Richards made a motion that the Town vote to re-authorize revolving funds for various town departments appropriate pursuant to the provisions of Massachusetts General Laws, Chapter 44, Section 53 E1/2 for Fiscal Year 2021 as follows:

<u>Revolving Fund</u>	<u>Authorized to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Funds</u>	<u>FY Spending Limits</u>
Solid Waste Disposal (#2805)	Health Department	Sale of trash bags and recycling rebates.	Salaries, expenses, supplies, contractual services to operate the solid waste disposal and recycling program.	\$176,960.00

<u>Revolving Fund</u>	<u>Authorized to Spend Fund</u>	<u>Revenue Source</u>	<u>Use of Funds</u>	<u>FY Spending Limits</u>
Council on Aging				
(#2809)	Council on Aging	General Council on Aging programs and Events, such as; Fitness Room, memberships, exercise class fee, event fees.	Salaries, expenses and contractual expenses to operate these programs at the Council on Aging.	\$19,540.00

Councilor Page seconded the motion. **Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.**

Motion 13

Councilor Anderson made a motion that the Town vote to raise and/or appropriate \$581,503.00 by borrowing or otherwise for the construction, reconstruction and/or maintenance of public ways, to be expended under the jurisdiction of the Department of Public Works and said sum to be reimbursed by the Commonwealth of Massachusetts. Councilor Hill seconded the motion. **Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.**

Motion 14

President Kane made a motion that the Town vote to authorize receipts reserved for appropriation for the Ambulance Fund pursuant to the provisions of Massachusetts General Laws, Chapter 40, Section 5 F for the Fiscal Year 2021 as follows on the chart below:

Fund #2907

Fund Name	FY 2019 Actuals	FY 2020 Budget	FY 2021 Proposed Budget	Increase/Decrease \$	Increase/Decrease %	Explanation of Change
Salary		\$50,000.00	\$315,919.97	\$265,919.07	532%	EMT call backs
Non-Salary	\$42,990.82	\$121,026.00	\$102,352.50	(18,673.50)	-15%	Ambulance supplies, billing annual service intercept fees
Capital		\$47,159.45	135,774.47 \$	88,615.02	188%	Lifepak, Ambulance lease payment
Total	\$42,990.82	218,185.45	554,046.94	335,861.49	154%	
Revenue	\$(274,121.71)	\$(221,000.00)	\$(600,000.00)	(379,000.00)	100%	

Net Profit or Deficit	\$(231,130.89)	(233,945.44)	(279,898.50)	(45,953.06)	100%	
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*Vice President O'Connor seconded the motion. **Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O'Connor – Yes, President Kane- Yes.***

Motion 15

Councilor Henry made a motion that the Town vote to accept the recommendations of the Community Preservation Committee and appropriate from the Community Preservation Fund Reserve for Fiscal Year 2021 from the revenues estimated to be \$250,000.00 for the purpose and the amounts as follows:

- Administrative Expenses 5%*
- Historic Resource Reserve 10%*
- Community Housing Reserve 10%*
- Open Space Reserve 10%*
- Undesignated General Reserve 65%*

And that the Town transfer from the Undesignated General Reserve to the Town's General Fund to reimburse the Town for the following:

- 1. Pool Bond payment of principal and interest \$48,800.00.*
- 2. Brown Property payment of principal and interest \$53,880.00.*

*Councilor Richards seconded the motion. **Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O'Connor – Yes, President Kane- Yes.***

*Councilor Richards made a motion to close the Public Hearing. Councilor O'Connor seconded the motion. **Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O'Connor – Yes, President Kane- Yes.***

President Kane stated that we came out of order and took care of the Public Hearing and left 9B-2 on the floor which to him is not relevant because we approved the budget.

Summary: Action Items for Next Meeting – Councilor Hill asked Jeanne Quaglietti about the Health Director no longer using the revolving fund for the Sharps program since she has merged it are we required to dissolve that revolving fund? Ms. Quaglietti stated that she was unsure that would be a question for Accounting. Councilor Hill stated if the answer becomes yes than that could be on the next agenda Councilor O'Connor believes that would be a question for the Town Attorney he believes that revolving funds were created by bylaws. Councilor Richards stated originally thus was done at Town Meetings before the change of Government. President Kane stated that they will make this an agenda item.

*Councilor Page made a motion adjourn the Open Session Meeting. Councilor Anderson seconded the motion. **Roll Call Vote - Councilor Anderson – Yes, Councilor Henry – Yes, Councilor Page – Yes, Councilor Hill – Yes, Councilor Richards – Yes. Councilor O’Connor – Yes, President Kane- Yes.***

The Open Session Meeting was adjourned at 7:58 pm. The next Open Session Meeting will be August 11, 2020.

Respectfully submitted,

Jackie Sullivan

Assistant Town Clerk

Documents: Agenda, FY21 Budget and letter from Town Manager to Town Council, FY2021 Draft Budget, Financial Oversight Committee budget recommendations, Deficit Spending Approval, email from AW Brown, Transportation Bond bill email.

TOWN COUNCIL OVERSIGHT COMMITTEE REPORT ON FY'21 BUDGET RECOMMENDATIONS

Dated: July 21, 2020

Good Evening:

We are Chris Saulnier, Chr. and Jim Broderick of the Financial Oversight Committee joining you to present an overview of our work this budget season.

We hope you've had the opportunity to review our packet outlining our recommendations.

It is our intent to give you a brief report on our committee's work and answer questions you may have.

When we started our review in April the prospect of furloughing employees was under consideration. And within two weeks it happened.

Seventeen staff members from General Government were furloughed (some are still furloughed in this new fiscal year), all requests for new positions had been denied by the Town Manager, further cuts were requested and complied with. Conference attendance, mileage and travel expenses deleted. Within the Town Hall, there are certified professionals who are postponing their educational accreditations for another year. Public Safety departments revisited their budgets and made cuts. DPW did likewise. They really put into action the "we're all in this together" theme.

We support that no appropriations be made to the OPEB Fund (\$2M last year) or the Stabilization Fund (\$43,000 last year).

The bottom line is that we are in agreement with the Town Manager's budget with the exception of the School budget

As you may be aware, the Town Manager is obligated by the Charter in Article 6, Step 4 to present "...the School budget as adopted by the School Committee...". The requested amount is what is contained in the Town Manager's budget.

We commend the School Committee on leaving 11 positions unfilled in their first round of budget adjustments. Two new positions from their wish list were withdrawn, two positions left unfilled (a technology specialist and the Asst. principal at the High School), one Middle School position eliminated (Literacy Support Specialist), there were six retirements (2 of which were paraprofessionals, one 10 month secretary and one 12 month secretary). There were no furloughs.

The following is a history of the steps taken during the budget process as it relates to Education.

The initial School budget request was \$32,560,352 a 4.45% increase or \$1,386,442 over the previous year.

After discussion with the Town Manager and members of the Town Council, the school budget was reduced by \$776,263, down to a 2% increase.

At one of our Financial Oversight meetings, members of the School Committee and administration were asked to cut an additional \$200,000. The figure was agreed upon. Subsequently, the School Committee voted to cut only \$143, 487 retaining \$56,613. School Committee cuts total \$919,750

Our committee stands by the request to cut the additional amount of \$56,613 and these are the reasons why;

Capital projects approved by the Capital Projects Committee that are not included in the Education budget.

- a) \$1,260,000 for a feasibility study for the high school. If approved by the Town Council, \$122,000 of debt service will have to be paid. We suggest that the school budget reduction of \$56,613 would help pay close to 50% of that cost.
- b) The purchase of Chromebooks at a cost of \$50,000 contained within the IT dept. capital request is for the one on one program for the students. It's an educational expense.
- c) Electrical gear replacement at high school at a cost of \$119,115

Out of taxation this year, the education capital projects will cost \$291,115

In addition, there are school related expenses that are not in the school budget. They are imbedded in other departmental budgets as follows:

- The cost of principal and interest debt service on past school projects payable this year is \$1,899,604
- Operating costs of \$489,285 contained in the IT budget for education support . (per the dept head)
- Building repairs and utilities for the schools in the DPW budget will cost \$671,518

- Police Dept. School Resource officer stationed at the High School w/cruiser costs \$80,000 plus and the supplying of crossing guards (\$42,154).

The approximate educational expense within other Town budgets to be paid out is \$3,140,407

Adding capital projects and school expenses charged to other Departmental budgets, the additional money to be raised by taxation for Education is \$3,431,522.

Bottom line is the cost of Education to the town is not simply the requested school budget, rather it amounts to \$35,025,611 or 55% of the town's operating budget.

Here are the factors we've considered;

Education has always been a priority in our Town. However, it is not the only priority. Public Safety, Public Health and Infrastructure and General Government are just as important.

The Town has always exceeded its local contribution to Education and that will continue.

With our recommendation the town will be exceeding the State's requirement on its local contribution by \$1,837,871

(The Town's portion of the \$31+ million school budget will be \$19,500,568. The DES minimum local contribution is \$17,662,697.)

There are additional monies available to the school district.

1. The School Department has or will receive approximately \$260,000 from the Cares Act
2. The State and the DES have pledged \$202 million for a new CVRF grant to support school reopening throughout the State. \$182 million of that figure will be formula grants (up to \$225 per pupil for some districts) allocated for costs with health and safety preparations.
3. Other education reimbursements will be available, such as , the School Choice program.
4. The Ch. 70 School aid amount is unknown at this time and may be cut, level funded, or increased. We are conservative using last year's aid amount in our projections. (\$79,517 less).

5. When Ch. 70 aid amount is known, the town's portion of the school budget numbers can be revisited and adjusted accordingly either up or down.

Our recommendation for the Education budget is **\$31,594,089** an increase of 1.3%.

If the Town Council accepts our recommendation, at this time we project a .47 cent increase on the tax rate. As numbers become available and figures calculated, that projection may change.

In closing, we remind you that this is a provisional budget until State aid is known. It is a common sense budget based on meeting the needs of the town, preserving savings for challenges that may be ahead during this Covid-19 era.

Throughout this process, our committee has always kept the taxpayers and the fiscal welfare of the Town in the forefront of our deliberations.

Thank you for your consideration.

Respectfully submitted by: The Town Council Financial Oversight Committee

Diane Bishop

James Broderick

Michael Kane, now ex officio

Thomas O'Connor

Christine Saulnier, Chr.