

TOWN OF FOXBOROUGH

ADVISORY COMMITTEE

MINUTES

April 1th, 2015

Committee Members Present: Tracey Vasile, John Chlebek, Larry Stern, Susan Dring, Heidi Krockta, Thom Freeman, Cal Calnan, Patrick Mosesso, Monica Fisler

Absent: Kristin Papianou

Others Present: Ginny Coppola, Lorraine Brue, Larry Thomas, Mary Beth Bernard, Randy Scollins, Bill Keagan, Roger Hill, Mike Stanton, John Gray, Chris Mitchell

Notes taken by: Maham Zia

The meeting was brought to order at 7:05 PM by Tracey Vasile.

7:05PM Advisory Committee Discussion and Vote on Budget—

Conservation Department 171

The budget went up to 19.2% due to the additional hours. Their original request was to increase the hours to 40 hours but they went up 35 hours. Tracey asked if there were any questions. Tracey said their car was not approved in the CIP but there will be a shared vehicle.

Heidi motioned to accept the Department 171 budget as proposed and Cal accepted.

Vote: 7/0/1. Thom abstained because he was not present for the discussion.

Veterans Department 543

Thom motioned to accept the Department 543 budget as proposed and John seconded.

Vote: 7/0/1 Larry S abstained.

Board of Health and Health Agencies Departments 510 and 520

Randy said that some of the requests were met and one of the positions was funded on a part time status. Tracey asked if there are questions or concerns. Heidi asked if this person will stay with us. Bill K said that the person will be shared.

Thom motioned to accept Departments 510 and 520 budgets as proposed and John seconded.

Vote: 8/0/0

Police Department 210

Bill K said he had to trim \$5,000 from police and DPW each to balance the budget. The impact isn't bad. Tracey asked if there are any questions. Capital outlay went down because AED devices will be funded another way and salary went down.

Sue motioned to accept the Department 210 budget as proposed and John seconded.

Vote: 8/0/0

Legal Department 151

Tracey said this was reduced by \$2,000. Bill K explained that there is an arbitration case that has become prolonged. He said a lot of contracts were settled without counsel. The only one using counsel is Steel Workers.

Tracey asked other than the employee law suit, what else is pending or approaching. Randy said that there might be new ones surrounding liquor licenses. Mary Beth added that there might be some insurance ones that won't cost us legal fees.

Bill K added that it will progressively get better because it is a learning process. Mary Beth said that they also had success settling some issues that could have gone on for longer. Larry S asked about the how much will be spent in the next year. Bill K and Randy said that if it doesn't get spent, it will go to free cash. Larry S asked if the money can go elsewhere if it is not used. Randy said that might not be the best thing to put money in elsewhere. Tracey said that she might agree with Larry S to spend the money elsewhere because a lot of the problems with counsel have recently fallen off. Randy disagreed.

Larry S said that he doesn't think that the budget is as low as it could be. Randy said that it was true that the budget could be cut but he said that the service would suffer. He said that the expense trend shows that the money may be used. Tracey said that she agreed with Larry S. She said that the town was different now and they didn't have the issues that came with the prior town manager. Bill K said that he didn't think that Larry S and Tracey were wrong. Bill K said that he didn't know what was out there. Tracey said what would be bad if they went for 150 and they needed more. Would they have to come to AdCom and take it from the reserve fund. Randy said that with the trend in mind, the expense would not be unexpected and they couldn't ask for it to be taken out of the reserve fund and would have to take it to town hall instead.

Heidi motioned to accept the Department 151 budget as proposed and Cal seconded.

Vote: 6/2/0 Tracey and Larry S opposed.

GIS Department 156

Randy said that they had pieces of GIS but not the full system yet. He briefly went over which pieces were there and what was being developed. Tracey asked if the departments would be asked to fund parcels of it. Randy said it depended on which department added what layer. Thom asked if this would eventually be added to Assessor's Office and you could view your property from home. Randy said this could be possible eventually. Bill K explained further that there were different layers. Thom asked if we could get sponsorship from others. Bill K said no. Bill K said some of it was done through Mass GIS.

Larry S said that this was the type of thing that pays dividends. Roger went over some processes where water and sewer things were being added to the GIS. Bill K said that the street lights will be changed to LED and they will be a part of the GIS. Roger also said that the new street lights will also be able to measure the water meters in a few more years.

Thom motioned to accept the Department 156 budget as proposed and John seconded.

Vote: 9/0/0 (Monica joined the meeting around 7:30 PM)

Town Clerk Department 161

Tracey asked why it had gone up. Randy said it was compensation for the town clerk. Since he is elected the compensation is negotiated between him and town manager. The rest is dog licensing software. Tracey asked what impact the ballot question had on this number. Randy said it didn't. Heidi asked if this salary is in line with other towns. Bill K and Mary Beth said he was comparatively on the lower end.

John motioned to accept the Department 161 budget as proposed and Monica seconded.

Vote: 8/0/1 Thom abstained.

Election and Registration Department 162

Tracey asked what the \$4,000 jump was. Randy said that it was associated with the maintenance. Tracey asked about voting booths. Randy said half the booths were budgeted for.

Monica motioned to accept the Department 162 budget as proposed and John seconded.

Vote: 9/0/0

Appeals Board Department 176

Heidi motioned to accept the Department 176 budget as proposed and John seconded.

Vote: 9/0/0

Municipal Buildings Department 192

Randy explained that it was up because of the centralized maintenance excluding janitorial at the moment even though this current one has some janitorial. \$75,000 is for one additional maintenance worker and a stipend for Tony for additional responsibilities. Shift of all other budgets to this budget is \$171,000(confirm). This came out of other departments. Heidi asked what the maintenance worker does exactly and if the buildings already have a maintenance worker. Randy said none of them had it and they fixed a lot of things. Heidi asked if one person can cover all the buildings. Randy said there was a plan in place to take care of things.

Randy said that what is already done in the schools will be done in municipal buildings. Heidi asked about electric and fuel numbers and how fuel was a third of electric. Randy said that it was due to natural gas and long term contracts.

Monica motioned to accept the Department 192 budget as proposed and John seconded.

Vote: 9/0/0

Landfill Department 430

Roger said that it was dependent on outside factors that were delaying the contract. Tracey asked if there were any questions. There were none.

John motioned to accept the Department 430 budget as proposed and Cal seconded.

Vote: 9/0/0

Town Building Department 195

Tracey said that this budget did not go up.

Heidi motioned to accept the Department 195 budget and Monica seconded.

Vote: 9/0/0

Southeastern Regional Department 390

Randy said it was based on enrollment. Tracey asked how much we pay for a kid there. Randy said \$12,000. Randy added that they are operating at bare minimum. They can't go lower than that to receive aid.

Heidi motioned to accept the Department 390 budget and John seconded.

Vote: 8/0/1 Monica abstained.

Central Dispatch Department 230

Randy said that it went down even though we already voted. Tracey asked if we needed to vote. Larry T said that for all the budgets that went down, we can do a collective vote once Randy repeats each of them.

Collective Vote for Budgets

Department	Reduction
162 Election and Registration	\$18,000
171 Conservation	\$8,700
210 Police	\$16,500
220 Fire	\$3,000
230 Central Dispatch	\$21,000
410 Public Works	\$4,000
510 Board of Health	\$23,500
543 Veterans	\$43,000

Tracey asked if there are any questions regarding these budgets.

John motioned to accept reductions made by Town Manager in Article 4 budgets and Cal seconded.

Vote: 9/0/0

8:05 Operating Budget Adjustments Article 11—

The part time inspector has earned 2/3 of the fees. Randy said that we level fund conservatively and that we are asking to pay for work that is being done. No new money, it's an appropriation from local receipts.

Tracey asked if the inspections are self funded. Randy said they don't have a revolving fund but it varies from year to year. Larry S asked if this is extra people or overtime. Randy said that the \$100,000 is all fee based. Larry S asked if it is for inspections. Randy said yes.

Randy said the second one is about veterans' benefits. He said Mike is doing a good job and he needs \$75,000 to close up this year and a lot of that would come back because of state aid.

Sue asked if there is a cap on how much money can be spent on veterans' expenses. Bill K and Randy said no. Bill K said this was due to a state statute. Randy said that Mike was good at moving people to Federal rules if possible. Tracey asked if people are they off our benefits when they move out. Randy said yes.

Thom motioned to accept Article 11 as written and John seconded.

Vote: 8/1/0 Larry S opposed.

Water and Sewer Enterprise Departments 450 and 460

Tracey asked why it was up. Randy said it was due to chemicals and new phone bills. There was a water plant manager that was added and the coordinator is going up from 35 hours to 40 hours consistent with other department coordinators. The non union management positions are eligible for increases as well. There were some adjustments in some salaries as well using a DPW formula. Larry S double checked that there would be a new person. Roger said they were required by law to have two water managers with specific licenses. Larry S asked if we were out of compliance with just one manager. Roger said that they were for a short time. Larry asked if the previous manager has the licenses as well. Roger said he does.

Heidi motioned to accept the Departments 450 and 460 budgets as proposed Cal seconded.

Vote: 9/0/0

Publishing of Town Warrant Article 18

Mary Beth said that last year it cost \$7,000 to publish and now they want to link to a website instead. Heidi asked for clarification of what it would be. Mary Beth said that, in short, the language would give them flexibility where it came to publishing. Tracey asked about people who can't access the internet, like the elderly. Bill K said that copies can be provided if needed. Mary Beth added that a certain amount will be published regardless.

Monica said that this is just to avoid that expense. Thom asked if this changes the bylaw and if it will be complicit with state law. Bill K said we are not required to do it a specific way. Tracey said all of our bylaws go to Attorney General for review.

Monica motioned to accept Article 18 as written and John seconded.

Vote: 9/0/0

8:25PM DPW Contract Article 9—

Mary Beth said there were organizational changes like clarification of language around holidays. A rotating roster was implemented to know who was on call. It was clarified when a supervisor can work and when they get called in.

Larry S asked how many people can use their banked comp time at a time. Bill K said there is a limit. Roger said it depends on the department. Highway is 2, Tree and Park is 3. It depends on the size of the department. Thom asked more questions about how taking time off works. Roger gave some specific examples.

Mary Beth finished going over the changes. There was a stadium detail which has to be a time and a half and that was codified. Heidi asked if that gets billed directly to the stadium. Mary Beth said it does. Tracey asked about sick time. Mary Beth said they didn't touch that and that is 2 days a month. Tracey asked if there were more questions and if we can vote now.

John motioned to accept Article 9 as written and Monica seconded.

Vote: 8/0/0 (Cal left)

8:45PM DPW Article 24—

Tracey asked about the two DPW articles and if there is a cost to town to hook this up. Roger said no. Tracey asked about flow expectations. Single families are 200 gallons per home and there are two businesses that haven't submitted yet. Tracey asked if there were supposed to be different articles for homes and businesses. Roger said he didn't know that. Tracey asked if this was in writing. Roger said that what was in front of the meeting was that it would just be brought up. Larry T said that it didn't go in front of town.

Bob elaborated that individual properties would be listed. The amount of capacity would be dictated by our rules and regulations. If it's commercial, there is a different way to calculate it. Larry T asked how long one has to hook up. Roger said there is no time line.

Ginny asked if 1400 of flow is set aside for these. Roger said once they pay for it, it is set aside. Tracey asked about the time frame of payment. Roger said they pay up front for the life of the flow. Larry S said it's yearly. Roger and Randy said they have to buy 200 gallons and then go by usage.

Bill K asked how many people own capacity that they are not using. Tracey asked what exactly they pay and Roger said there are costs for sewer, installation and buying capacity.

John asked if the capacity transfers when the house is sold. Roger said that there is no reason to hook in unless the septic is gone. Once \$8,600 is paid, the next owner doesn't have to pay until they hook up and begin using it.

Larry T asked if people are going to be billed if this passes. Roger said they would be billed and they would have to pay within a month. Tracey asked if we vote or table.

John motioned to accept Article 24 as written and Heidi seconded.

Vote: 8/0/0

Bill K said that Article 25 wasn't ready to be voted on. Tracey asked for clarification about the article. Mike said that the way the authority to sell flow worked currently was not how it was originally intended. Tracey asked for Lorraine's position. Lorraine didn't share. Larry S asked who has authority to sell flow outside right now. Roger said the legal opinion is that the BOS has it now and the Water Board of Water and Sewer Commissioners had it in 86 as intended. John Gray said that they have oversight over it but they wouldn't get in the way. Mike disagreed. Larry T asked if Mike had the authority to sign the MFN.

Next meeting is the last meeting for Adcom. Next week we have Article 25, Town Clerk and meeting minutes. Mary Beth said that there are still two articles remaining.

9:04PM Adjourn

Heidi motioned to adjourn and John seconded.

Vote: 8/0/0

Minutes approved by Vote of the Advisory Committee.

Date of Meeting: April 8, 2015

Tracey Vasile

Signature of Chairperson