

FINANCE COMMITTEE
Minutes
Zoom Meeting # 848 6389 4435

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2020 MAY 29 AM 9:37
MILLBURY, MASS

Date: May 11, 2020

Time: 6:30 p.m.

Present: Kennedy, O'Connell, Kuphal, Noonan, Cofske, Kupcinkas, Cooney

Absent: None

Meeting called to order at 6:34 p.m.

Jen O'Connell: We have a Reserve Fund Transfer and some 33B Transfers to discuss. We also need to do a re-calculation on the budget. There are significant changes coming. The book needs to be in 2 weeks before the Town Meeting, which is scheduled for June 23.

RESERVE FUND TRANSFER

James Kelley: We are asking for \$35,000 for the Emergency Management. This is for screening devices and supplies.

Albert Kupcinkas: Are these self-contained ones or ones that can be used only a few times before needing re-calibration?

James Kelley: These are multiple use auto scans that measure temperature.

Steve Noonan: How much does this cost?

James Kelley: It is \$2200 per device. It is for the buildings and elections.

Steve Koshiba: They are \$2195 per device.

Steve Noonan: How many are we purchasing?

Steve Koshiba: We are purchasing five.

Motioned by O'Connell, seconded by Kupcinkas to transfer \$35,000 from the Reserve Fund to Account Number 01.291.5400.00000.0000.510, Emergency Management Supplies.

Jen O'Connell: How much do we budget for in this line?

Chris Kennedy: Are 5 of these enough with this continuing on for the next 3-6 months?

James Kelley: Five is what we can get. Once we get through the next couple of months through til the next fiscal year, this should be okay. We can only locate 5 right now. We are trying to supplies from everywhere. If we can find more, we will be back for more money. The amount budgeted is \$15,000. This covers the Town. We asked if the school wanted to participate, and they said, not at this time.

Vote on motion: Kennedy, yes; Noonan, yes; Kuphal, yes; Cofske, yes; Cooney, yes; Kupcinkas, yes; O'Connell, yes. Unanimous.

33B TRANSFERS

Jen O'Connell: What is behind the transfer on the Town Meeting Search Firm?

James Kelley: We are taking \$10,000 from Town Manager Clerical and \$2500 from Town Manager Professional Development, rather than come for a Reserve Fund Transfer.

Jen O'Connell: What is going on with the Plumbing Inspector Salary?

Andrew Vanni: We had an investigation done and we had to hire another inspector for that period of time.

James Kelley: We had to pay 2 people at the same time.

Jen O'Connell: Why are we re-allocating the Workman's Comp?

Andrew Vanni: We had to change where it went.

James Kelley: We created an IOD line and had to put it in a new line.

Rich Hamilton: We created a Length of Service Award.

James Kelley: A couple of items were added to be more transparent.

Motioned by O'Connell, seconded by Kupcinkas to recommend approval of the following:

Transfer from: 01.123.5190.00000.0000.500 the amount of \$10,000

01.945.5172.00000.0000.560 the amount of \$36,670

01.913.5170.00000.0000.560 the amount of \$20,000

Transfer to: 01.123.5200.00000.0000.500 the amount of \$12,500

01.243.5112.00000.0000.510 the amount of \$ 3,720

01.945.5740.00000.0000.560 the amount of \$52,950

Vote on the motion: Kennedy, yes; Noonan, yes; Kuphal, yes; Cofske, yes; Cooney, yes; Kupcinkas, yes; O'Connell, yes. Unanimous.

Rich Hamilton: In order to get the grant for the new pumper, we need to cover 5%. We have enough in the Salary account to cover this.

Motioned by O'Connell, seconded by Kupcinkas to recommend approval for the following:

Transfer from: 01.220.5115.00000.0000.510 \$28,750

Transfer to: 01.220.5200.00000.0000.510 \$28,750

Vote on motion: Kennedy, yes; Noonan, yes; Kuphal, yes; Cofske, yes; Cooney, yes; Kupcinkas, yes; O'Connell, yes; Unanimous.

Andrew Vanni: This is still early in the year. I may have to come back in June for a couple more transfers.

James Kelley: The Post Office and billing is late because of what is going on.

James Kelley: We have been very conservative on our revenue side, then COVID hit. There was a meeting of the Ways and Means Committee concerning next year's revenues. There are aggregate losses of \$4.14 Billion in one year. Public health is worse than other historic recessions. We are

recommended to look at budgeting closer to what we had in 2008-2009. We are looking at revamping the whole budget. I looked at the worst figures. The difference between the Governor's numbers and the actual figures is \$753,683. We need to cut about \$1,800,000. Local receipts have decreased by \$350,000. We need \$2.1 Million to plug the hole on the budget. We have \$1,998,000 in Free Cash, but cannot use the whole thing to plug the hole. We have allocated amounts for DPW Leases and the Downtown project. We could probably use some of the Free Cash, Overlay and Stabilization. This would come to \$1,330,000. The rest would have to be cut. We've looked at various options for the Town side. We haven't looked at the revolving funds or any money we may get from FEMA or MEMA. We are looking at 1 day furloughs for the Town and School, which would give us about \$100,000. We are looking at deferral of raises on the Town side, which comes to about \$50,000.

Jen O'Connell: We are not filling the DPW position. How much do we save with this?

James Kelley: We would be saving a little over \$100,000. We are not filling the Police Officer position, which is \$65,000. We are cutting \$65,000 in expenses across the departments.

Jen O'Connell: How many cruisers are in this budget?

James Kelley: We have one in the budget for a cost of \$52,000.

Jen O'Connell: What happened to the 75,000 that was in error in your budget? Did we use it in the Building Department?

James Kelley: I don't remember that figure.

Andrew Vanni: We reduced it in the budget.

James Kelley: With discussions with the Superintendent, we have gotten to \$350,000 of what we need. We have another meeting coming up.

Chris Kennedy: Is this considered in the numbers you came up with?

James Kelley: The cruiser was not considered. Furloughs are not in that figure. The cutting of the DPW position and the expenses are in the figure. We have to negotiate anything that has to do with the raises. We haven't come to a conclusion yet. The teachers only took a cost of living increase. All steps have been frozen.

Jen O'Connell: Greg has \$1Million to cut, correct?

James Kelley: I have refigured with the reserves and came up with a smaller number for him to cut.

Steve Noonan: How much are you leaving in Stabilization?

James Kelley: Between the Stabilization and the Overlay, between \$5.1 and \$5.2million. This will not hurt our bond rating.

Jen O'Connell: I have spoken to other Towns about BVT. This has to change too. His salary is about double what our Superintendent makes and he only has one building. He needs to make changes.

Nicole Cooney: He needs to make some adjustments.

James Kelley: They can take it off our Cherry Sheet.

Jen O'Connell: Grafton didn't think it would impact them as much as it impacts us. I have a meeting with them tomorrow.

James Kelley: We are expecting the State Aid to be cut substantially in the Ways and Means Committee. Our reliance on State Aid is substantially more than theirs.

Jen O'Connell: Mary Krumsiek is getting me a contact person for Sutton.

James Kelley: The Superintendent and I have a meeting on Friday. I meet with the Selectmen tomorrow and the Department heads on Wednesday.

Jen O'Connell: Do we have a list of positions that we have added since 2009?

James Kelley: I would have to look in the archives. You may have similar numbers but different positions. The Police Chief is just getting to the 2007-2009 numbers now. I believe it is the same for DPW. I don't know about the School side. When is your next meeting?

Jen O'Connell: It is on Monday.

James Kelley: Hopefully we will have better figures by then on Unrestricted Reserves and Free Cash.

Jen O'Connell: We should look at the Warrant again to see what can be put off to next year.

James Kelley: Other than the reserves, most of the cuts have come from the Town side. We are cautioned by the State Officials that any Federal money that is forthcoming on a project, we need to be shovel ready.

Motioned by Noonan, seconded by Kuphal to adjourn at 7:24 p.m.

Vote on the motion: Kennedy, yes; Noonan, yes; Kuphal, yes; Cofske, yes; Cooney, yes; Kupcinkas, yes; O'Connell, yes. Unanimous.

James Kelley *Albert P. Kupcinkas*
John A. Cofske *Nicol L. Cooney*
Stephen Noon *Chris Kuphal*
Dan O'Connell