

FINANCE COMMITTEE  
Minutes  
Zoom Meeting # 833 1201 1891

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MILLBURY, MASS

Date: May 18, 2020

Time: 6:30 p.m.

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

Absent: None

Meeting called to order at 6:48 p.m.

Motioned by Kupcinkas, seconded by Cooney to accept the minutes of 3/7/20, 3/30/20, 4/6/20, 4/13/20, and 5/11/20 as written. Noonan, yes; Cofske, yes; Kuphal, yes; Cooney, yes; Kupcinkas, yes; Kennedy, yes; O'Connell, yes.

James Kelley and Andrew Vanni participated in the meeting through Zoom.

Jen O'Connell: Can you give us a brief explanation as to where we stand on the budget?

Jamie Kelley: I sent out a copy of the Warrant and some notes on some of the amended articles. We have a \$2.1 Million deficit. I am waiting on the schools for a specific cut. There is an agreement between the schools and the Town on how much to cut. The school will cut double the amount of the Town. You can go over the Warrant and do the budget when we get an amended proforma.

Jen O'Connell: We only have a couple of weeks to do this. We have to have it published by the 8th. We need to have everything done in the next two weeks.

#### WARRANT ARTICLE RECOMMENDATIONS

Jamie Kelley: Articles 3-8 are Consent Agenda Articles, which are articles that are annually recurring articles that are grouped together for passage.

Article 3-Personal Property Claims

Article 4-Disposal of Abandoned Property

Article 5-Senior Work-off Program

Article 6-PEG Access

Article 7-Existing Revolving Funds Spending Limits

Article 8-Prior Years Articles Reauthorization

Motioned by Kupcinkas, seconded by Cooney to recommend that Articles 3-8 be accepted as written. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Kennedy, yes; Noonan, yes; Cofske, yes; O'Connell, yes

Article 9-Sewer Stabilization Fund

Jamie Kelley: The Sewer Commission wants the transfer into the Sewer Stabilization Account.

Motioned by Kupcinkas, seconded by Kennedy to recommend that Article 9 be accepted as written. Cooney, yes; Kupcinkas, yes;; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

Jamie Kelley: I would like you to take no action on Articles 10 and 11.

Jen O'Connell: Why does the Sewer Commission want these off the Warrant?

Jamie Kelley: They said that this is not necessary at this time.

Article 10-Re-authorization of Funds/Sewer Department

Article 11-Replacement/Repairs of existing pump stations/Sewer Department

Motioned by O'Connell, seconded by Kupcinkas to recommend that there be no action on Articles 10 and 11. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes

Article 12-Brightside and Broad Meadow Bridges and W Main St Culverts

Jamie Kelley: The engineering is being worked on. All projects need to be shovel ready in order to get State or Federal Funding.

David Cofske: Is the \$750,000 coming from Free Cash?

Jamie Kelley: We are borrowing it.

Jen O'Connell: What will we get for money?

Jamie Kelley: We would get about half a million for each of the 2 bridges.

Jen O'Connell: What if we don't do it?

Jamie Kelley: The bridges are falling apart. The culverts don't look good.

Motioned by O'Connell, seconded by Kupcinkas to recommend that \$750,000 be raised and appropriated, transferred from available funds, borrowed or otherwise provided for the purpose of Article 12. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

Article 13-Stabilization Fund

Jamie Kelley: I am asking for no action on this article.

Dave Cofske: Are you using this \$250,000 to close the gap?

Jamie Kelley: Yes, that is correct.

Jen O'Connell: When will you get a final State Aid Amount?

Jamie Kelley: We may not get it until the Fall Town Meeting.

Motioned by O'Connell, seconded by Kupcinkas to recommend no motion on Article 13 as directed by the Acting Town Manager. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

Article 14-OPEB

Jamie Kelley: I am asking to reduce the amount in the Article from \$150,000 to \$50,000.

Jen O'Connell: What is in the OPEB Account? What does the \$50,000 do?

Jamie Kelley: It shows that we are attempting to do something in order to keep our bond rating.

Motioned by O'Connell, seconded by Noonan to recommend to oppose Article 14 as written and to recommend that \$50,000 be transferred for the purpose of Article 14. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

#### Article 15-Compensated Absence

Dave Cofske: How much is in this account as of today?

Jamie Kelley: I am not sure. We did expend some of it.

Jen O'Connell: How much would it cost if everyone that was eligible were to retire?

Jamie Kelley: Close to half a million dollars.

Motioned by O'Connell, seconded by Kupcinkas to recommend that \$100,000 be transferred from Free Cash for the purpose of Article 15. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

#### Article 16-MS4 Costs

Jamie Kelley: This authorizes the Town to borrow \$500,000 from Mass Clean Water Trust. This would be a 2% loan. It will be paid over 20 years. This will cover this year or next year. The Sewer Commission will pick up their MS4 liabilities. We both couldn't apply at the same time.

Motioned by O'Connell, seconded by Kupcinkas to recommend borrowing a sum not to exceed \$500,000 for the purpose of Article 16. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

#### Article 17-Establish an Enterprise Fund for Stormwater Services

Motioned by O'Connell, seconded by Kupcinkas to recommend to accept the provisions of chapter 44, Section 53F ½ and to raise and appropriate \$250,000 for the purposes of Article 17. Cooney, yes; Kupcinkas, yes; Kuphal, yes; Cofske, yes; Kennedy, yes; Noonan, yes; O'Connell, yes.

#### Article 18-Capital Improvement Article

Jamie Kelley: Items A and B are for the Downtown Project. This includes the new traffic signals.

Dave Cofske: What are the upgrades to the lights that are currently there?

Jamie Kelley: They will have the capabilities needed for the Police and Fire Department and will be ADA compliant.

Jen O'Connell: I don't understand why we need additional engineering.

Jamie Kelley: The cost came in so over budget that we had to re-bid it. The bids came in twice what was originally anticipated. We need to have the ADA compliance.

Jen O'Connell: What do we do now for ADA compliance?

Nicole Cooney: As soon as you touch anything, you have to be in compliance.

Jamie Kelley: The traffic signals will not be located in the same spot.

Jen O'Connell: How many lights in the center of town are impacted?

Jamie Kelley: The ones on the Common.

Chris Kennedy: We cannot do the sidewalks without changing the traffic lights?

Jamie Kelley: I do not believe so. The present placement of the lights will not exist.

Jen O'Connell: What is the cheapest light we can get?

Jamie Kelley: I will have to get back to you on that. I would say \$50,000-\$60,000 a piece.

Jen O'Connell: I don't want to pay anymore for engineering. What happens to the project if both of these lines get shot down?

Jamie Kelley: the State gave us a deadline on when to have this done.

Jen O'Connell: We would like to know when this deadline is.

The Committee agreed to hold on these two line items.

Line C-Voting Machines for the Town Clerk-Hold on this line.

Line D-School Technology

Jamie Kelley: The School is asking that this be reduced to \$135,000.

Line E-School Bus

Jamie Kelley: The School is pulling this for now.

Line F-Council on Aging

Jamie Kelley: We are pulling this for now.

Line G-Library Walks and Stairs Repairs

Jamie Kelley: The walkway in back is unsafe. We need to repair the stairs in front of the building, plus the drainage needs to be fixed.

Chris Kennedy: Is this a life safety issue?

Jamie Kelley: We could close off the front stairs.

Dave Cofske: How many bids have we had on this project?

Jamie Kelley: A couple on the original project. The original was under \$10,000, now that it is over that amount, it will have to go out to bid.

Dave Cofske: I am okay with it as long as it goes out to bid.

Line H-Cemetery Repairs and Upgrade Irrigation System

Jamie Kelley: He originally asked for \$50,000. I reduced it to \$20,000.

Jen O'Connell: Is there an issue putting in an irrigation system with the water table so high?

Jamie Kelley: It is not in a floodplain.

Chris Kennedy: How much is for the roadway and how much for the irrigation.

Jamie Kelley: It's about 50/50.

Line I-Veterans Monuments Upkeep and Repair

Jamie Kelley: I reduced this from \$25,000 to \$5,000. This is just a bare estimate from the DPW supervisor and myself.

#### Line J-Chapter 90 Deficit

Jamie Kelley: this is not being presented. We are going to find the money in this year's budget. This was a \$131,000 mathematical mistake.

Andrew Vanni: There were too many people involved with the money and we lost track of the account.

Jen O'Connell: Who found the mistake?

Andrew Vanni: We did. We went for a reimbursement and were told there wasn't any money available.

Chris Kennedy: The Town needs an explanation as to what happened.

Andrew Vanni: We will come back for a 33B transfer to cover this expense.

Jen O'Connell: I won't approve a 33B transfer for this. It should go to the Town for this amount.

Jamie Kelley: the accounts were comingled at the time.

Jen O'Connell: Do we have a master list of projects going on?

Jamie Kelley: Yes, we do.

Jen O'Connell: This does not give me any sense of confidence in any project going on in Town. Was this for 2020 or 2019?

Andrew Vanni: It is for 2019.

Jen O'Connell: Did the auditors see this error or did you tell them there was a problem?

Jamie Kelley: The DPW was told to do the work. Management did not keep track of the funds. This is not the only account that this happened on. All of the project payments were comingled.

Jen O'Connell: We never had this issue before.

Chris Kennedy: I recommend we table this for now. I would like a report on any account that was impacted like this.

Jen O'Connell: I don't want to pull this. He explained how he could save the Town money with this.

Jamie Kelley: I am putting this on the Warrant in the Fall.

#### Line L Police Radios and Equipment

Jamie Kelley: I took \$10,384 out of this line.

#### Line M-MS4 Stormwater Permit

Jamie Kelley: This is the annual cost.

#### Line N-ASA Waters-Oil pollution Remediation Project

Chris Kennedy: Is this just for the report?

Jen O'Connell: What is the breakdown on this?

Jamie Kelley: Half is for the repairs and half is for the remediation project and filing final reports.

#### Article 19-Fire Department Design Plan

Motioned by O'Connell, seconded by Kupcinkas to recommend to raise and appropriate, transfer from available funds, borrow or otherwise provide the sum of \$315,000 for the purpose of Article 19.

Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 20-Fire Department Construction documents and plans

Motioned by O'Connell, seconded by Kupcinkas to recommend that the sum of \$350,000 be raised and appropriated, transferred from available funds, borrowed or otherwise provided for the purpose of Article 20. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 21-Health Insurance Stabilization fund

Jamie Kelley: Next year's increase is going to be around 10-15% or higher.

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 21 be accepted and that the sum of \$250,000 be transferred from Free Cash for the purpose of Article 21. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 22-Renovation of Woolie World

Jen O'Connell: I would like to have Town Counsel look at this and re-word it so we are only authorizing the \$12,000 and the \$30,000.

Jamie Kelley: It is approving the expenditure of \$156,000 with Millbury only having to come up with \$42,000.

#### Articles 23-Additional exemption of 20% for Property Taxes

Motioned by O'Connell, seconded by Cofske to recommend to accept the provisions of Chapter 59, Section 5C 1/2, of the MGL to provide an additional exemption of 20% of the real property tax exemptions authorized under Chapter 59, Section 5 of the MGL, for certain blind persons, veterans, surviving spouses and seniors. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 24-Additional exemption of 100% for Property Taxes

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 24 be indefinitely postponed. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, no; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 25-ASA Waters Event and vendor contracts

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 25 be accepted as written. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 26-ASA Waters Uniform Procurement Act MGL C30B

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 26 be accepted as written. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 27-Sewer Privilege Fee

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 27 be accepted as written. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 28-Sewer Privilege Fee Assessment

Need more information

#### Article 29-Zoning By-laws Article 4, Special Regulations, Section 51

Jamie Kelley: This increases the buffer zones.

Jen O'Connell: We defer this type of article to the Planning Board.

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 29 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 30-Rezoning of 70 Grafton Street

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 30 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 31-Adopt an East Millbury Business District

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 31 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 32-Amend Municipal Code-Title 13. Public Utilities

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 32 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Article 33-Amend Municipal Code-Earth Removal

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 33 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes; O'Connell, yes.

#### Articles 34, 35, 36 and 37-Amend Municipal Code-Domestic Home Security Cameras

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 34, 35, 36, and 37 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes, O'Connell, yes.

#### Article 38-Reauthorization of McCracken Rd TIP Project

Jamie Kelley: The State keeps pushing the target back. Their date is 2022. This is for property takings and property easements. This is set up by DOT. We may have to come back in the fall to authorize another 120 days.

Motioned by O'Connell, seconded by Kupcinkas to recommend authorizing the Board of Selectmen to acquire by gift, purchase, or taking by eminent domain, any parcels of real property, permanent easements, and temporary easements, for public way purposes, including without limitation drainage, utility, slope, grading, road realignment, sidewalks, construction of improvements and structures, and other related purposes, as may be necessary to complete the Mass DOT McCracken Road Transportation Improvement Project, said parcels and easement areas being generally shown on a plan entitled "Preliminary Right of Way Plan" dated July 11, 2014 and revised through September 26, 2019, on file in the Town Clerk's Office and available for public inspection during regular business hours, and as may be amended through final project design, with the appropriation for the acquisition of said parcels of real property and easements, including but not limited to acquisition costs, the award of eminent domain damages, and related expenses and fees, having been previously appropriated under Article 1 of the November 12, 2019 Special Town Meeting. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes, O'Connell, yes.

#### Article 39-Road Acceptance-Autumn Gate Circle

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 39 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes, O'Connell, yes.

#### Article 40-Road Acceptance-Skyview Drive

Motioned by O'Connell, seconded by Kupcinkas to recommend that Article 40 be deferred to the Planning Board. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes, O'Connell, yes.

Jen O'Connell: Our next meeting will be on June 1<sup>st</sup> at 6:30 pm.

Motioned by Noonan, seconded by Kennedy to adjourn at 9:20 p.m. Noonan, yes; Kennedy, yes; Cofske, yes; Kuphal, yes; Kupcinkas, yes; Cooney, yes, O'Connell, yes.

*Jamie Kelley*  
*Nicol L. Cooney*  
*Albert P. Kupcinkas*  
*Ken O'Connell*

*John Noonan*  
*Robert Kennedy*  
*David Cofske*