

**TOWN OF WEBSTER
FINANCE COMMITTEE**

*Michael Finamore, Chairman
Sarah Sansom, Vice Chairman*

Town Hall, 350 Main Street, Webster, Massachusetts 01570

MINUTES
May 9, 2016

PRESENT: Jim Bazinet, Joe Beresik, Neil Dixon, Mike Finamore, Earl Gabor, Stanley Lenky, Carol Marchand and Sarah Sansom

ABSENT: Julie Dell'Anna

The meeting of the Finance Committee was called to order at 5:01 PM in the conference room next to the auditorium at BHS by Chairman Mike Finamore. Following a request from the Finance Committee to Interim T/A Pamela Leduc to provide the necessary information needed to make decisions on the ATM and STM Warrant Articles, her comments below (in red) were received by the Finance Committee on Friday, May 6th at 10:00 PM. The Interim T/A Pamela Leduc was again not present at this meeting. Selectman Becker attended a portion of the meeting and attempted to explain why the Finance Committee did not get the information they needed from the Interim T/A for the Finance Committee meeting held on May 5, 2016.

ANNUAL TOWN MEETING WARRANT ARTICLES

ARTICLE 1: To hear and act upon the report and recommendations of the Board of Selectmen and the Finance Committee.

Sponsored by the Board of Selectmen – Selectmen recommend approval – *I move that the Town vote to approve the article as read.*

ARTICLE 2: To see if the Town will vote to fix the compensation of elected officials, provide for a reserve fund, and determine what sum of money the Town will raise and appropriate including appropriations from any available funds to defray the charges and expenses of the Town including debt and interest for the fiscal year beginning July 1, 2016 and ending June 30, 2017; or take any action thereon.

Sponsored by the Board of Selectmen – Selectmen recommend approval – *I move that the Town vote to move Article 2 to the end of the warrant and postpone action on them until June 6, 2016.*

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from any available funds a sum sufficient to operate the Sewer Enterprise Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017; or take any action thereon.

Sponsored by the Board of Selectmen – Selectmen recommend approval - *I move that the Town vote to move Article 3 to the end of the warrant and postpone action on them until June 6, 2016.*

ARTICLE 4: To see if the Town will vote to raise and appropriate or transfer from any available funds a sum sufficient to operate the Water Enterprise Fund for the fiscal year beginning July 1, 2016 and ending June 30, 2017; or take any action thereon.

Sponsored by the Board of Selectmen – Selectmen recommend approval - *I move that the Town vote to move Article 4 to the end of the warrant and postpone action on them until June 6, 2016.*

ARTICLE 5: To see if the Town will vote to raise and appropriate or transfer from any available funds a sum sufficient to operate the South Worcester County Communications Center for the fiscal year beginning July 1, 2016 and ending June 30, 2017; or take any action thereon.

Sponsored by the Acting Town Administrator - *I move that the Town vote to move Article 5 to the end of the warrant and postpone action on them until June 6, 2016.*

ARTICLE 6: To see if the Town will vote to authorize the Treasurer, with the consent of the Board of Selectmen, to temporarily borrow a note or notes, or make an interfund advance from available funds in anticipation of revenue from taxation, bonds, or grants, and to repay said sums within the current fiscal cycle; or take any action thereon.

Sponsored by the Board of Selectmen – Selectmen recommend approval – *I move that the Town vote to approve the Article as read.*

ARTICLE 7: To see if the Town will vote to create and/or continue revolving funds for certain town departments pursuant to the provisions of M.G.L. Chapter 44, Section 53E1/2 for the fiscal year beginning July 1, 2016:

Revolving Fund	Authority to Spend	Revenue Source	Use of Fund	FY2017 Budget
Animal Control	Board of Health/ Health Agent	Program Fees	Program expenses	\$ 2,000.00
Auditorium Rentals	Town Administrator	Rental Fees	Facility maintenance	\$ 5,000.00
Graphic Arts	School Committee	Program Fees	Program supplies	\$ 5,000.00
Recycling	Recycling Commission	Program Fees	Program expenses	\$ 1,000.00
Firearms Licensing	Chief of Police	Program Fees	Program expenses	\$ 10,000.00
Board of Health Training	Board of Health/ Health Agent	Program Fees	Program expenses	\$ 3,000.00
Board of Health Inspections	Board of Health/ Health Agent	Inspection Fees	Outside Consultant	\$ 5,000.00

Senior Center	Senior Center Director	Program Fees	Program expenses	\$ 10,000.00
Library	Library Director	Photocopier/Printer Fees	Equipment supplies	\$ 2,000.00
Nuisance Properties	Town Administrator	Program Fees	Program expenses	\$ 100,000.00
Inspectional Services	Town Administrator	Inspection Fees	Part Time Inspectors	\$ 50,000.00
Municipal Hearing Officer	Town Administrator	Fines	Program expenses	\$ 2,500.00

; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to create and continue revolving funds as presented in the May 8, 2016 Annual Town Meeting warrant pursuant to the provisions of MGL Chapter 44 53E1/2 for the fiscal year beginning July 1, 2016 ending June 30, 2017.*

ARTICLE 8: To see if the Town will vote to raise by taxation, transfer from any available funds or issue notes or bonds, including borrowing from the Massachusetts Clean Water Trust, a sum sufficient for the purpose of financing the construction of a Water Treatment Plant and all associated work and appurtenances related thereto including without limitation all costs thereof as defined in Section 1 Chapter 29C of the General Laws, as most recently amended by St. 2014, c.259; that to meet this appropriation the Treasurer with the approval of the Selectmen is authorized to borrow said sum and issue bonds or notes therefore under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws, as most recently amended by St. 2014, c.259 or any other enabling authority; that such bonds or notes shall be general obligations of the Town unless the Treasurer with the approval of the Selectmen determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as most recently amended by St. 2014, c.259; that the Treasurer with the approval of the Selectmen is authorized to borrow all or a portion of such amount from the Massachusetts Clean Water Trust established pursuant to Chapter 29C, as most recently amended by St. 2014, c.259; and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Town Administrator is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move the Town vote to move Article 8 to the end of the warrant and postpone action until June 6, 2016.*

ARTICLE 9: To see if the Town will vote to raise and appropriate, borrow or transfer from any available sum in the treasury, an amount sufficient to fund the purchase of

technology devices for Bartlett High School and Webster Middle School; or take any action thereon.

Sponsored by the Webster Public Schools – Selectmen refer to sponsor - *I move the Town move Article 9 to the end of the warrant and postpone action until June 6, 2016.*

ARTICLE 10: To see if the Town will vote to designate the second Sunday in August as National Scouting Day in honor of the first Eagle Scout in America, Arthur Eldred, who obtained the rank of Eagle Scout on August 21, 1912.

In honor of this day, the Town of Webster will provide active Boy Scouts and Girl Scouts, with current membership cards, free access to the Webster Memorial Beach on the designated National Scouting Day.

Sponsored by the Town Moderator – Selectmen refer to sponsor – *Refer to sponsor*

ARTICLE 11: “An act Authorizing the town of Webster to grant an additional license for the sale of all alcoholic beverages to be drunk on the premises

Section 1. Notwithstanding section 17 of chapter 138 of the general laws or any other general or special law to the contrary, the licensing authority of the town of Webster may grant a license for the sale of all alcoholic beverages to be drunk on the premises under section 12 of said chapter 138 to Bridan Enterprises LLC d/b/a Cappellinis, at 141 Worcester rd. The license shall be subject to all of said chapter 138, except said section 17. The licensing authority shall not approve the transfer of the license to any other person, organization or location but it may grant the license to a new applicant at the same location if the applicant files a letter from the department of revenue indicating that the license is in good standing with the department and all applicable taxes have been paid. Upon the issuance of the license authorized in this act, Bridan Enterprises LLC shall return to the licensing authority the license it currently holds for the sale of wines and malt beverages to be drunk on the premises.

If the license granted under this act is cancelled, revoked or no longer in use it shall be returned physically with all of the legal rights, privileges and restrictions pertaining thereto to the licensing authority and the licensing authority may then grant the license to a new applicant at the same location under the same terms and conditions as specified in this act.

Section 2. This act shall take place upon its passage

Citizen’s Petition – Selectmen refer to sponsor - *Refer to sponsor*

ARTICLE 12: To see if the Town will vote to require all approved minutes of all Town boards/committees/commissions to be posted to the Town of Webster website (www.webster-ma.gov) as part of the public record, in addition to any other present locations.

Citizen’s Petition – Selectmen refer to sponsor - *Refer to sponsor*

It was recommended to review the Special Town Meeting and Annual Town Meeting warrant articles one by one. Motion was made by Joe Beresik to pass over for more information, Annual Town Meeting warrant articles 2-18 and meet with the Interim T/A prior to the Town meeting. There was no second to the motion.

The Finance Committee reviewed the articles and vote was to "pass over" Articles 2, 3, 4, 5, 8, 9, 10, 11 and 12 and to "approve" Articles 6 and 7.

SPECIAL TOWN MEETING WARRANT ARTICLES

Interim T/A Pamela Leduc's comments are listed below in red.

ARTICLE 1: To hear and act upon the report and recommendations of the Board of Selectmen and the Finance Committee.

Sponsored by the Board of Selectmen – Selectmen recommend approval – *I move that the Town vote to approve the article as read.*

ARTICLE 2: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Town Administrator Unpaid Bills Account for the purpose of funding the payment of prior years' unpaid invoices; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to pass over for more information.*

ARTICLE 3: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Sewer Unpaid Bills Account for the purpose of funding the payment of prior years' unpaid invoices; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to pass over for more information.*

ARTICLE 4: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Water Unpaid Bills Account for the purpose of funding the payment of prior years' unpaid invoices; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to pass over for more information.*

ARTICLE 5: To see if the Town will vote to transfer the sum of \$146.00 from the Town Report Printing and Copying Account to the Town Report Overtime Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the T own vote to approve the article as read.*

ARTICLE 6: To see if the Town will vote to transfer the sum of \$2,500.00 from the Harbormaster Overtime Account to the Harbormaster Boat Maintenance Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to approve the article as read.*

ARTICLE 7: To see if the Town will vote to transfer from any available funds in the Treasury, a sum sufficient to the Code Enforcement Director of Planning and Economic Development Salary Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to transfer the sum of \$3,312 from the Town Administrator Executive Secretary Salary account to the Code Enforcement Director of Planning and Economic Development Salary account.*

ARTICLE 8: To see if the Town will vote to transfer from any available funds in the Treasury, a sum sufficient to the Health Services Health Agent Salary Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to transfer the sum of \$12,816 from the Town Administrator Executive Secretary Salary account to the Health Services Health Agent Salary account.*

ARTICLE 9: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Elections Election Workers Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to transfer the sum of \$6,000 to the Elections Election Workers account as follows: \$3,800 from the Town Administrator Executive Secretary Salary account and \$2,200 from the Finance Committee Reserve Fund.*

ARTICLE 10: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Elections Printing and Copying Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to transfer the sum of \$1,800 from the Finance Committee Reserve Fund to the Elections Printing and Copying account.*

ARTICLE 11: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Senior Center Electricity Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to transfer the sum of \$10,000 from the Town Counsel Legal Services account to the Senior Center Electricity account.*

ARTICLE 12: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Senior Center Heating Fuel Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to pass over for more information.*

ARTICLE 13: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Senior Center Telephone Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval – *I move that the Town vote to transfer the sum of \$2,000 from the Town Counsel Legal Services account to the Senior Center Telephone account.*

ARTICLE 14: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, the sum of \$3,499.00 for the purchase of a CDR (Crash Data Retrieval) DLC Base Kit with Software, or take any action thereon.

Sponsored by the Police Department – Selectmen recommend approval – *I move that the Town vote to transfer the sum of \$300 from the Data Processing Computer Equipment account to the Police Capital Outlay account for the purpose set forth in the article.*

ARTICLE 15: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, the sum of \$75,000.00 to the DPW Snow and Ice Supplies Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to pass over for more information.*

ARTICLE 16: To see if the Town will vote to raise and appropriate or transfer from any available funds in the Treasury, a sum sufficient to the Unemployment Compensation Account; or take any action thereon.

Sponsored by the Acting Town Administrator – Selectmen recommend approval - *I move that the Town vote to pass over for more information.*

ARTICLE 17: To see if the Town will vote to raise and appropriate, borrow or transfer from any available funds in the Treasury, the sum of \$150,000.00 to replace two (2) sections of roof on the Thompson Road Fire Station; or take any action thereon.

Sponsored by the Fire/Rescue Department – Selectmen recommend approval - *I move that the Town vote to pass over for more information.*

ARTICLE 18: To see if the Town will vote to raise and appropriate, borrow or transfer from any available funds in the treasury, a sum sufficient for the purpose of funding repairs and repaving of the Bartlett High School grounds including driveways, sidewalks and entrances, and to provide directional signage throughout the campus; or take any action thereon.

Sponsored by the Webster Public Schools – Selectmen recommend approval - *I move that the Town vote to pass over for more information.*

It was the consensus of the committee to "pass over" on all warrant articles. Motion was made by Neil Dixon and seconded to pass over on all warrant articles. Vote was unanimous. Motion was made by Sarah Sanson and seconded to prepare a document regarding the current budget planning process with Interim T/A Pamela Leduc and send to each member of the Board of Selectmen to be placed on the agenda of their May 23, 2016 meeting.

Next Meeting

It was agreed the committee will post a meeting for Tuesday May 24 at 5:00 PM in the Board of Selectmen's Meeting room to discuss FY17 budget, Enterprise accounts, Special and Town Meeting warrant articles.

