



Town of Medway

**FINANCE COMMITTEE**

155 Village Street  
Medway MA 02053

**Tel: (508) 533-3200**  
**Fax: (508) 533-3201**

Wednesday, April 10, 2019 – 7:00 PM  
Sanford Hall, Town Hall  
155 Village Street

Present: Frank Rossi, Chair; Todd Alessandri, Vice Chair; Ellen Hillery, Clerk; Michael Schrader, Sue Segarra, Rohith Ashok, Kevin Dickie, Jim Sullivan

Absent: Rohith Ashok, Jeff O’Neill

**Others Present:** Michael Boynton, Town Administrator; Chief Allan Tingley, Police Chief, Carol Pratt, Town Accountant, Dave D’Amico DPS Director, Pete Pelletier, Deputy Director

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At 7:04 PM Chairman Rossi called the meeting to order

**FY20 Operating Budget**  
**Chief Tingley-Police Department**

Chief Tingley was present to discuss his operating budget. He reviewed the academy fee and education adjustment and explained the Use of Force training is necessary each year, for each office, to continue to be in compliance.

The cost of vehicles was questioned and explained. In the past equipment could be transferred from old vehicles to new vehicles. Currently that’s not possibly due to change in vehicle size.

Chief Tingley believes he can maintain his high level of service with the budget as presented.

Mrs. Hillery asked about carbon monoxide issues other towns experienced and reported. Chief Tingley explained after market lights and certain parts of vehicles not being sealed properly were the cause and did not affect Medway vehicles. Individual vehicle CO detectors were purchased and no issues thus far.

**Dave D’Amico and Pete Pelletier Deputy Director**  
**DPS Budget**

Dave D’Amico and Pete Pelletier were present to discuss the DPS Operating budget. A 2.6% increase over last year was presented with the biggest change being an increase in labor. They are seeking 1 position for an equipment operator. The department is working to pay attention to detail by spending

more time street sweeping, clearing roadways, grass cutting at the edge of roadways and another equipment operator will help. An additional building maintenance person has also been requested. Currently, two employees are in place but most jobs are two person jobs. If one person is out, the other worker can only work on small projects. There have been a lot of larger jobs done in house, rather than hiring an outside contractor. Mold removal and painting by in-house employees helps to save a lot of money for the town.

It was asked if there would be more of a demand on DPS with Choate and Oakland coming online. Dave believes emptying trash and dumpsters will only be affected initially. The equipment will continually be looked at by DPS staff and every so often inspected.

OSHA changes will be monitored by Pete Pelletier and MIIA training sessions will be given to all employees.

DPS has done a great job keeping up with storm water issues and are in compliance. Storm water basins are being kept clear.

It was asked if the new Water Treatment Facility would require more manpower. Dave explained maybe two additional employees but licensing and certification will be increased as well.

The PT salary drop was explained as a cleaning crew was hired to clean Town Hall instead of employing a custodian for Town Hall and a few other buildings.

The Splash Pad was discussed and explained that regular drinking water will be used and if a water ban is issued the water will be turned off, even though it's not a large amount of water. Opening day will be early June.

MISC \$24K was explained as having monies to repair equipment in house and the reduction from \$49K to \$35K was reduced due to DPS taking over the grounds at the schools. There was a lot of upkeep that needed to be done to fields that hadn't been taken care of for a while. They are now up to a level that DPS feels comfortable and not as much to maintain for now.

The new garage was discussed, it's been determined all the equipment will fit into the new garage, the current lease, rentals and energy costs for current spaces will go away. Solar at the new garage was discussed and it will be decided if leasing or purchasing is the way to go.

Dave explained that with new equipment being purchased the old will either be traded in or go to auction. That process was discussed.

A discussion on the charging stations took place. Free access will end and residents will need to pay to use charging stations in the near future.

### **Carol Pratt, Debt Schedule**

Carol Pratt was present to discuss the General Fund and Debt schedule with the Finance Committee. A very in depth discussion took place with explanations of each line item.

Ms. Pratt explained how she determines how many years to borrow. She looks at previous years, what happened when borrowed for a similar item. Mr. Boynton explained statute usually dictates how many years you can borrow.

The water enterprise fund debt, sewer enterprise fund debt, CPA fund debt and projected debt were presented and discussed.

A discussion on Tax levy also took place.

### **Review Special Town Meeting Warrant**

No changes. Suzy Affleck-Childs will attend the FINCOM Public Hearing next week to discuss the articles she is involved with. FINCOM will vote on STM articles after the Public Hearing.

### **Review of Revised Annual Town Meeting Warrant**

The articles were reviewed with Town Administrator Michael Boynton. Those articles discussed are noted below. The others had no changes to discuss.

**Article 4-**Debt reduced to correct amount

**Article 7-**Board of Selectmen added \$50K for hazardous tree removal

**Article 10-**The amount of \$14,040,000 has been added to the article language.

A conversation followed on options for solar and how the amount was determined. Medway is proactive as a green community. Grants for solar were discussed and it was clarified that the cost to maintain the panels is included in the total cost.

**Article 11 and 12-**Mr. Boynton explained Article 11 and 12 and why they are included even though the price is included in article 10. These articles are placeholders for now.

**Article 13-**The amount increased slightly

**Article 18-**CPC voted their final numbers, only transferring \$10K. Mr. Boynton explained how CPC

**Articles 22-28** Suzy Affleck-Childs will come to the next meeting to discuss.

### **Subcommittee reports for Annual Report-**

Deadline is by Monday. Chairman Rossi asked members to use last year's report as a template.

**Review of Meeting Minutes-** Will review at the next meeting.

### **Fincom Member Appointment Terms**

Chairman Rossi explained that Mr. Dickie, Mr. Alessandri and Mr. Sullivan have terms expiring on 6/30/19. Mr. Dickie is filling Mr. Doherty's term.

**Conflict of Interest-** All members have submitted all documents required.

**Next meeting:** April 17, 2019 Public Hearing & Meeting to Vote on STM and ATM warrant articles.

**On a motion by Mr. Alessandri; seconded by Mr. Dickie, the Finance Committee unanimously voted to adjourn the meeting at 9:01pm.**

*Respectfully submitted,  
Wendy Harrington*