



Town of Medway

FINANCE COMMITTEE

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October 26, 2016 – 7:00 PM
Medway High School Library
88 Summer Street

Present: Frank Rossi, Chair; Rohith Ashok, Vice Chair; Todd Alessandri, Clerk; Ellen Hillery, Michael Schrader, Jim Sullivan (8:05 PM).

Absent: Dan Doherty; Meghan Hoffman; Jeff O'Neill.

Staff Present: Allison Potter, Assistant Town Administrator; Carol Pratt, Finance Director; Jeffrey Lynch, Fire Chief.

Others Present: Glenn Trindade, Selectman.

Public Hearing- Fall Town Meeting Warrant Articles:

At 7:05 PM Chairman Rossi declared there was a quorum present.

Mr. Alessandri moved to open a public hearing for the purpose of receiving input from the public on the 2016 Fall Town Meeting Warrant Articles other than those subject to public hearings by other multiple member bodies not containing appropriations; Mr. Ashok seconded. No discussion. VOTE: 5-0-0.

At this time, Chairman Rossi asked if there were any members from the public wishing to speak. There were no members of the public present.

Given that there were no members of the public present, at 7: 05 PM Mr. Ashok moved to close the public hearing; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.

Regular Finance Committee Meeting:

At 7:06 PM Chairman Rossi called the meeting to order.

Review and Discussion- Fall Town Meeting Warrant Articles

Article 3 – Fund EMS: Fire Chief Jeff Lynch spoke briefly about ambulance service. The Fire Department provides basic life support (BLS), meaning we can administer oxygen, basic meds like Tylenol or albuterol. The ALS (advanced life support) paramedics can do much more. That company ceased

operations on very short notice. The back-up to that company, Community Services, will become our primary provider but they do not have a dedicated truck. They have a number of trucks in Milford and thus far have been able to respond from Milford. It's not an ideal situation but it has been working out so far. We have received proposals from three companies but none are the deal we are getting now from Community Services. Two of the five communities it services have contracted with other service providers due to geographic distance. We do not have the call volume to have a truck dedicated solely for Medway. Discussion followed.

Ms. Carol Pratt, Finance Director, reported that the appropriated funds will come out of certified free cash. The balance in the Ambulance Enterprise Account is \$103740. She added that we will need to look at the proposals very carefully, determining if anything can be provided in-house to reduce the cost.

Selectman Trindade theorized that if there was a dedicated service in Medway, the response time would be shorter. Training can last up to a year-and-a-half. Ambulance service is like insurance – you hope you never have to use it, but hate having to pay for it.

Chief Lynch reported that 60% of all calls are ALS calls. He estimated that when the over 55 community opens up, there will be a sizable increase in calls. Brief discussion followed on the difference between BLS and ALS in which it was noted that an ALS unit is outfitted with more equipment, medications, and other things that a BLS unit does not have. Selectman Trindade added that the cost of provided ALS service is not available to us this year so it's at least a year out. Until the Town can afford it, we will have to use firefighter/EMT personnel. It was noted that police officers are also first responders, and police cruisers have defibrillators.

Mr. Schrader asked if a "dedicated truck" means it is housed in Medway. Chief Lynch responded that it would likely be an SUV or other vehicle equipped with the appropriate equipment. A dedicated service just for Medway would be expensive, and it would be preferred to have a service that would service Medway and a couple of other communities. Discussion followed.

Ms. Pratt stated that there has been some discussion about pulling the Ambulance Enterprise Account back into the General Fund so that we do not have to keep transferring funds into it. Discussion followed on private insurance companies vs. Medicare/Medicaid reimbursements. Reimbursements are usually a percentage of the cost so revenues are always lower than the expenses incurred.

At 7:28PM Chief Lynch exited the meeting room.

Vote Recommendations on Fall Town Meeting Warrant Articles

The committee reviewed the 2016 Fall Town Meeting Warrant.

The Finance Committee reviewed the articles one by one and voted its recommendation as follows. Any substantive discussion is included with the relevant article.

Article 1: Adjustment: Community Preservation Fund Statutory Set-Aside: Ms. Pratt stated the unreserved balance is \$2.5 million. The associated debt service cost is approximately \$492,000.

Mr. Alessandri moved that the Finance Committee recommend Article 1 as presented; Mr. Ashok seconded. No discussion. VOTE: 5-0-0.

Article 2: Prior Year Bills: Ms. Potter reported that there had been additional bill of \$195 included.

Mr. Schrader moved that the Finance Committee recommend Article 2 as presented; Mr. Ashok seconded. No discussion. VOTE: 5-0-0.

Article 3: Fund EMS: This article will be withdrawn.

Article 4: Fund Route 109 Project Manager: Next year's expense has not been calculated yet. It will likely be in the FY18 budget at Annual Town Meeting. Mr. Schrader pointed out that this is a worthwhile expense as this individual will be acting on behalf of the Town, and has the knowledge and experience to know what should be happening. **Mr. Ashok moved that the Finance Committee recommend Article 4 as presented; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

Article 5: Fund Restructure Demolition: The subject building may contain asbestos so the Board of Selectmen has designated it as a TBD. The amount was increased from \$20K to include funds for asbestos abatement. This will be out of Free Cash. The Town does not own the building. It has been declared a nuisance. The nearby church has no affiliation with the trust whose name is on the deed. Ultimately, the Town hopes to obtain ownership and pave the area where the building stands in order to increase parking around. **Mr. Ashok moved that the Finance Committee place a TBD designation on Article 5 as presented; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

Article 6: Supplement FY17 Memorial Committee Budget: These funds are for a band. After discussion, **Mr. Schrader moved that the Finance Committee place a TBD designation on Article 6 as presented; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

Article 7: Abandon Portion of Drainage Easement – 15 Tulip Way: Selectman Trindade stated that this will give the homeowner some relief without jeopardizing the Town's access to drainage equipment. **Mr. Ashok moved that the Finance Committee recommend Article 7 as presented; Mr. Alessandri seconded. No discussion. VOTE: 5-0-0.**

Article 8: CPA Funds -- Walking Trail: Selectman Trindade reported that, in order to connect up the trails to get to Lovering Street, we have to cross Chicken Brook. If we wait until May, we won't get on a schedule with a contractor. Doing it now gets us on a schedule for the work to be done this coming spring or summer. He distributed maps of the proposed trail. Much of the work will be done by volunteers, and some pieces may be done as Eagle Scout projects. An ad hoc group has been working on this concept for some time. They believe it will be \$100,000 but it could be less. The bulk of the money is for the bridge, but they are allowing extra funds for change orders or unanticipated expenses. Discussion followed. There may also be some unused funds from last year's appropriation for design services. This will come out of Open Space funds. **Mr. Alessandri moved that the Finance Committee place a designation of TBD on Article 8 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 9: Right-Of-Way Easement – 9 Marc Road: **Mr. Ashok moved that the Finance Committee recommend Article 9 as presented; Ms. Hillery seconded. No discussion. VOTE: 5-0-0.**

Article 10: Zoning Bylaw Amendment: Village Residential Zoning District: **Mr. Ashok moved that the Finance Committee recommend Article 10 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.**

Article 11: Zoning Bylaw Amendment – Village Commercial Zoning District: **Mr. Ashok moved that the Finance Committee recommend Article 11 as presented; Mr. Schrader. No discussion. VOTE: 5-0-0.**

Article 12: Zoning Bylaw Amendment – Central Business Zoning District: **Mr. Alessandri moved that the Finance Committee recommend Article 12 as presented; Mr. Ashok seconded. No discussion. VOTE: 5-0-0.**

Article 13: Amend Zoning Bylaw: Definitions: Mr. Alessandri moved that the Finance Committee recommend Article 13 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.

Article 14: Dimensional & Density Regulations: Mr. Alessandri moved that the Finance Committee recommend Article 14 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.

Article 15: Zoning Bylaw Amendment – Schedule of Uses: Mr. Alessandri moved that the Finance Committee recommend Article 15 as presented; Mr. Schrader seconded. No discussion. VOTE: 5-0-0.

Article 16 – Amend Zoning Bylaw: Registered Marijuana Dispensary: Mr. Alessandri moved that the Finance Committee recommend Article 16 as presented; Mr. Sullivan seconded. No discussion. VOTE: 6-0-0.

At this time, Mr. Schrader expressed concern for the low balance of retained earnings in the Water and Sewer Enterprise fund. Is there a policy on maintenance? Ms. Pratt reported that both accounts increased in FY16, and she will forward the report to the committee. Sometimes the fiscal year is closed before the state money is received, and upon receipt, it has to be applied differently. Mr. Schrader suggested there be a minimum of 3-4 months of operating expenses. Discussion followed on water and sewer rates, history, water main replacement, and related matters. Ms. Pratt will come to the Finance Committee's meeting on November 9 to review the 5-year budget projection as well as debt service information.

Selectman Trindade stated that, as Chair of the Board of Selectmen, he is looking for suggestions and comments on the past three years of State of the Town. Are we presenting the right information? What do the bond rate companies look at? This is an opportunity to educate the public. Is there other information we could present? We want to be sure we are providing something that is meaningful.

At 8:15 PM Selectman Trindade, Ms. Pratt and Ms. Potter exited the meeting room.

The Chairman's Report, Clerk's Report and Liaison Reports were postponed.

Meeting Minutes Review:

The committee reviewed draft minutes from September 14, 2016.

Mr. Sullivan moved that the Finance Committee approve the minutes of September 14, 2016, as amended. Mr. Alessandri seconded. No discussion. VOTE: 5-0-0 (Mr. Schrader out of the room during vote).

Upcoming Meeting Schedule:

- November 9th – Regular Finance Committee Meeting (Sanford Hall, 7 PM)
- November 10th -- Joint Meeting with Board of Selectmen and School Committee (Middle School Presentation Room)
- November 14th -Pre town meeting at 6:30 PM, Medway High School

At 8:23 PM Mr. Sullivan moved to adjourn; Mr. Ashok seconded. No discussion. VOTE: 6-0-0.

Respectfully submitted,
Jeanette Galliardt
Night Board Secretary