



Billerica Finance Committee Meeting Minutes

Billerica Town Hall
Room 210
7:00 PM
March 27, 2018

Finance Committee Members:

David Gagliardi, Chair	Douglas Meagher, Vice Chair	Mary K. McBride, Secretary
Doug Fogerty	Cheri Gargalianos	Patrick Logue
Rino Moriconi	John Mulloy	Philip Newfell
Michael Riley	Blake Robertson	Anthony Ventresca
Town Accountant Paul Watson, Ex-Officio		Bee Magliozzi, Recording Clerk

ATTENDANCE:

10 Committee Members Present, 2 Excused (Mulloy, Logue), 0 Absent.

CALL TO ORDER:

The Chair called the meeting to order at 7:00pm.

PLEDGE of ALLEGIANCE:

The Chair led the Committee in the recitation of the Pledge of Allegiance.

PUBLIC COMMENT:

None

MEETING AUDIO RECORDING:

The Chair informed the Committee that member Ventresca would be audio recording the meeting.

ACCEPTANCE OF MINUTES:

The March 1, 2018 Minutes were reviewed and voted upon.

A motion to accept the Minutes of March 1, 2018 was moved by Meagher and seconded by Riley.

The vote was 10-0-0.

DEPARTMENTAL BUDGETS:

BOARD OF ASSESSORS:

Richard Scanlon, Billerica Chief Assessor, reviewed the department's proposed FY19 budget.

The FY19 budget remains basically the same as the current year. The majority of budget is mostly comprised of department salaries.

Some discussion ensued and a question was raised as to the use of a clerk's time administering the CPA.

A motion to recommend the Assessor's FY19 Budget of \$510,839 was moved by Meagher and seconded by McBride.

The vote was 9-1(Robertson)-0.

RECREATION:

Dave Grubb, Billerica Recreation Director, and Paul Watson, Billerica Town Accountant, reviewed the department's proposed FY19 budget.

The job description of the 'Playground and Parks Maintenance Coordinator' was distributed. This position will begin with the new budget on July 1, 2018.

It was stated that the Billerica House of Corrections occasionally supplies personnel for Town maintenance, although the Town must provide lunch.

Some discussion ensued with regard to what the Playground and Parks Maintenance Coordinator role will be given the creation of new Parks and Trees Department.

A motion to recommend the Recreation Department's FY19 Budget of \$445,872 was moved by Meagher and seconded by Moriconi.

The vote was 10-0-0.

LIBRARY:

Jan Hagman, Billerica Library Director, reviewed the department's proposed FY19 budget.

Vice Chair Meagher disclosed that he would not be taking part in any discussion that involved his wife's salary, since she is an employee of the department.

Brochures on the Library's Year in Review and Marketing Strategies were distributed.

The Library budget remains level for FY2019. Billerica's contribution to the Merrimack Valley Consortium is \$25, 898 which is an increase over the previous year.

Friends of the Library organization assist the Library with funding the budget with donations of approximately \$25,000 annually.

It was stated that the Library and the COA are now partnering to co-host events and programs for the community.

Some discussion ensued.

A motion to recommend the Library's FY19 Budget of \$1,610,018 was moved by Meagher and seconded by Moriconi.

The vote was 10-0-0.

SYSTEMS ADMINISTRATION:

Chris Bartlett, Systems technology Director, reviewed the department's proposed FY19 budget.

The department supports 165 desktop computers with only 1 individual, Bartlett, in the department. There was significant concern expressed about adequate staffing.

A motion to recommend the Technology Systems FY19 Budget of \$507,883 was moved by Meagher and seconded by Moriconi.

The vote was 10-0-0.

COUNCIL ON AGING:

Chair Gagliardi recused himself from the COA discussion and voting.

Jean Bushnell, Council on Aging Director, reviewed the department's proposed FY19 budget.

The FY19 Budget and monthly COA Bulletin was distributed to demonstrate the wide range of programs and activities offered by the COA.

It was stated that work had been completed for the installation of exterior connection panel for the Towns portable generator for use by the COA during power outages.

The COA was used as a warming station on numerous occasions during this past winter to accommodate residents without heat.

It was stated that the Friends of COA contribute approximately \$28,000 annually for use by the COA for a variety of purposes. The Friends donated funds for the replacement of more energy efficient lighting and a new floor in the main hall.

It was also stated that the COA and the Library co-host events and programs for town residents.

Several members complimented the Director on the improvements to the COA under her direction.

A motion to recommend the Council on Aging was moved by Meagher and seconded by Moriconi.

The vote was 10-0-0.

VETERANS:

Committee Member Ventresca disclosed that he is a member of the VFW Auxiliary.

Town Manager, John Curran, reviewed the Veterans proposed FY19 budget.

It was stated that the state of Massachusetts requires that the department have at least one full-time veteran as an employee and that 75% of all benefits paid out are reimbursed by the State the fiscal year following the year they were paid out.

It was also stated that the Veteran's department assists the Billerica Food Pantry and also with veteran's fuel's assistance programs.

Some minor discussion ensued.

A motion to recommend the Veteran's FY19 Budget of \$579,233 contingent upon additional information previously requested from the Billerica Veteran's Department was moved by Meagher and seconded by Moriconi.

The vote was 8-2 (Ventresca, Robertson)-0.

FINANCE COMMITTEE:

The Finance Committee Budget was level funded for FY19.

A question was asked as to the possibility of raising the amount of the Salary line item used to pay the Secretary. It was explained that the Secretary is paid an hourly rate and the figure is enough to cover a normal years salary.

A motion to recommend the Finance Committee FY19 Budget of \$87,120 moved by Meagher and seconded by McBride.

The vote was 10-0-0.

HISTORICAL COMMISSION:

The Historical Commission Budget was level funded for FY19.

A motion to recommend the Historical Commission FY19 Budget of \$300 was moved by Meagher and seconded by Riley.

The vote was 10-0-0.

TOWN CIVIC EVENTS:

The Civic Events Budget was level funded for FY19.

A motion to recommend the Town Civic Events FY19 Budget of \$22,200 was moved by Meagher and seconded by Moriconi.

The vote was 8-2 (Ventresca, Robertson)-0.

TOWN HALL:

Town Manager Curran reviewed the FY19 Town Hall Budget and summarized the changes in the new Budget.

Some discussion ensued regarding the Budget.

A motion to recommend the Town Hall FY19 Budget of \$565,000 was moved by Meagher and seconded by Moriconi.

The vote was 10-0-0.

TOWN MANAGER:

Town Manager Curran reviewed the FY19 Town Manager and summarized the changes in the new Budget.

Some discussion ensued regarding the Budget.

A motion to recommend the Town Manager FY19 Budget of \$837, 415 was moved by Meagher and seconded by Moriconi.

The vote was 8-2 (Ventresca, Robertson)-0.

NEXT MEETING:

The next meeting to be held April 3, 2018.

ADJOURNMENT:

A motion to adjourn the meeting was moved by Meagher and seconded By Riley.

The vote was 10-0-0.

The Chairman adjourned the meeting at 10:08pm.

**Respectfully submitted,
Bee Magliozzi, Recording Clerk**