

BILLERICA FINANCE COMMITTEE MINUTES
April 14, 2020

A meeting of the Billerica Finance Committee was held on Thursday April 14, 2020 at 6:00 p.m. via Zoom Video Conferencing Communication App.

Present: David Gagliardi, Chairman, Douglas Meagher, Vice Chairman, Mary McBride, Secretary, Donald Damon, Member, Patrick Logue, Member, Rino Moriconi, Member, Douglas Fogerty, Member, John Mulloy, Member, Philip Newfell, Member, Anthony Ventresca, Member, Cheri Gargalianos, Member, John Kleschinsky, 1st Associate, Kelley Sardina, 2nd Associate, Town Accountant, Paul Watson, Ex-Officio and Joyce MacMillan, Recording Clerk

CALL TO ORDER:

Chairman David Gagliardi called the meeting to order at 6:00 p.m.

PUBLIC COMMENT:

N/A

DEPARTMENTAL BUDGETS:

Participants: John Curran, Town Manger with Clancy Main, Management Analyst, Melanie Hagman, Shawsheen Tech Interim Superintendent, David Norkiewicz, Shawsheen Tech Director of Vocational & Technical Programs, Michael Haines Parks and Trees Superintendent, Abdul Alkhatib, Director of Public Works, and Chris Bartlett, Director of Technology

Sealer of Weights and Measures – John Curran, Town Manager

Chairman Gagliardi opened the floor to the committee for questions or concerns. A question was asked about the increase over last year’s budget. The budget is based on a per capita assessment of the population of the town.

Doug Meagher, seconded by Rino Moriconi made a motion to recommend the Sealer of Weights and Measures budget in the amount of \$12,500.

A roll call vote was taken.

It was voted 9 – 2:

John Mulloy – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Doug Meagher – Aye
Phil Newfell - Aye
Mary McBride – Aye
Cheri Gargalianos – Aye
Don Damon – Aye
Patrick Logue – Nay
Tony Ventresca – Nay
Dave Gagliardi - Aye

Shawsheen Tech – Melanie Hagman, Interim Superintendent and David Norkiewicz, Director of Vocational & Technical Programs

Melanie Hagman and David Norkiewicz went over their PowerPoint presentation. Shawsheen remains ranked in the top two schools for co-op in the state. They went over new partnerships, new equipment, etc. There is a decrease in the budget and is mostly due to the decrease of students from Billerica.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There were some questions regarding the age of the building (50 this year). Possibility of a new building wouldn't be for a few years (5 to 10 years). What is the max amount of students (about 1340), is the coop program continuing through the Covid closure, formula/break-down of how many students from each town, software updates, equipment updated, and why the decline in Billerica students.

Doug Meagher, seconded by Rino Moriconi made a motion to recommend the Shawsheen Tech budget in the amount of \$9,807,569.

A roll call vote was taken.

It was voted 10 - 1:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Nay
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Parks and Trees – Michael Haines, Superintendent

Abdul, Alkhatib, stated in the April 1, 2020 meeting there is no change in labor/number of employees, Salaries are projected, there's an increase on contract services, and pretty much no other changes. Mr. Curran added how well this dept has worked out in the last year and half.

This meeting John Curran explained the correction of line items and Abdul concluded some of the increases were due to contract services and leases which has to do with the fields and legal notices for cutting down trees etc.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There were some questions regarding overtime increases and will it be reduced, contractual agreements, does this department bring in any revenue, any controversy in the beginning was it an issue, hearing good things about this new department. Also, with the kids not being able to use the fields due to the Covid Virus, will it reduce overtime.

Doug Meagher, seconded by Rino Moriconi made a motion to recommend the Parks and Trees Budget in the amount of \$961,527.

A roll call vote was taken.

It was voted unanimously, 11-0:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Historical Commission – John Curran, Town Manager

John Curran – The budget hasn't changed, it is \$300 and is basically supplies, stationery, etc.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There were no questions at this time.

Doug Meagher, seconded by Tony Ventresca made a motion to recommend the Historical Commission Budget in the amount of \$300.

A roll call vote was taken.

It was voted 10-1:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Nay
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Civic Events/Organizations – John Curran, Town Manager

Tone Ventresca and Patrick Logue have recused themselves from this discussion/vote because of their affiliation with the Solomon Post VFW.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There were no questions at this time.

Doug Meagher, seconded by Don Damon made a motion to recommend the Civic Events/Organizations Budget in the amount of \$38,200.

A roll call vote was taken.

It was voted unanimously, 11-0:

John Kleschinsky - Aye
Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Phil Newfell - Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi – Aye
Kelley Sardina - Aye
Dave Gagliardi – Aye

Town/Schools Shared Costs – John Curran, Town Manager

John Curran went over some of the changes in the budget, big costs driven by policy. OPEB contribution will be as policy dictates - 15%, retirement went up and the building insurance went up (largely due to the new high school). Workers Comp, Unemployment and Medicare are level funded.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There was some question regarding the health insurance rates, current total of the OPEB, building insurance over budget (there is a credit that comes in to offset later in the fiscal year), the Vining and the old Ditson, which will be demolished, have insurance but it's an abandoned building insurance, and town workers comp.

Doug Meagher, seconded by Rino Moriconi made a motion to recommend the Town/School Shared Costs Budget in the amount of \$34,322,850.

A roll call vote was taken.

It was voted unanimously, 11-0:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

System Administration – Chris Bartlett, Director of Technology

Chris Bartlett and Paul Watson – Very small increase, less than 1%, there is one full time employee and he is at top step.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There was some question regarding the possibility of adding a person to this department, sonic wall fire wall email maintenance (spam filtering/threat protection), is this just Town Hall or does it include Police, Fire or School (it is just Town Hall) and is there where the Zoom licensing would be (in Town Manager’s Budget).

Rino Moriconi, seconded by Don Damon made a motion to recommend the System Administration Budget in the amount of \$603,494.

A roll call vote was taken.

It was voted 10 - 1:

- John Kleschinsky - Aye
- Cheri Gargalianos – Aye
- John Mulloy – Aye
- Don Damon – Aye
- Patrick Logue – Aye
- Phil Newfell - Aye
- Tony Ventresca – Nay
- Mary McBride – Aye
- Doug Fogerty – Aye
- Rino Moriconi - Aye
- Dave Gagliardi - Aye

Planning – John Curran, Town Manager

John Curran - This budget has increased by 12.25%, they are in the process of looking for a new Planner and that projected salary will probably go down because the new hire will probably be at a lower step. There is a \$30,000 appropriation for a zoning study that was incorporated into the goals for the Town Manager and the Board of Selectmen.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There were questions about the \$30,000 for the study, will this go before the Zoning ByLaw Review Committee (it would go through review, the Planning Board and possibly Town Meeting), does the \$30,000 have anything to do with PUD and when will a new Planner be hired.

Doug Meagher, seconded by Mary McBride made a motion to recommend the Planning Budget in the amount of \$163,920.

A roll call vote was taken.

It was voted 8-2-1.

- Cheri Gargalianos – Abstain
- John Mulloy – Aye
- Doug Meagher – Aye
- Don Damon – Aye
- Patrick Logue – Nay

Phil Newfell - Aye
Tony Ventresca – Nay
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Finance Committee – Dave Gagliardi, Chairman

Dave Gagliardi stated there are no big changes other than the part time/seasonal line item was updated from \$1,000 to \$2,000.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There was a question on the Reserve Fund.

Doug Meagher, seconded by Patrick Logue made a motion to recommend the Finance Committee Budget in the amount of \$88,120.

A roll call vote was taken

It was voted unanimously, 11-0:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Town Hall – John Curran, Town Manager

John Curran - Changing the 3 part time custodial positions to one part time custodial and one full time laborer position. \$20,000 has been added to contract services towards the Valley Collaborative Services and postage has gone up.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There was a question regarding postage, the Town Hall updates (the building is looking great) abandoned build insurance for Vining, Ditson and Howe regarding classification or classified as, there will be a warrant article to demolish the Vining and the Ditson, then they will no longer need to be insured. There was a question regarding the utilities gap as well.

Doug Meagher, seconded by Tony Ventresca made a motion to recommend the Town Hall Budget in the amount of \$559,071.

A roll call vote was taken.

It was voted unanimously, 11-0:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Board of Selectmen – John Curran, Town Manager

John Curran stated not much has changed. There is a decrease in the secretary salary due to the secretary retiring; the new person will come in at a lower step.

Chairman Gagliardi opened the floor to the committee for questions or concerns. There was some question as to why the selectmen stipend in the budget and the warrant article (anyone that is an elected official, their salary has to be voted on), How is the Middlesex 3 figured, could the Town Meeting budget be taken out of this budget and have a separate one for Town Meeting.

Doug Meagher, seconded by Don Damon made a motion to recommend the Board of Selectmen Budget in the amount of \$102,418.

A roll call vote was taken.

It was voted 8-3:

Cheri Gargalianos – Nay
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Nay
Phil Newfell - Aye
Tony Ventresca – Nay
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Town Manager – John Curran, Town Manager

David Gagliardi and John Mulloy have recused themselves from this budget.

John Curran – the only increase in this budget is due to contractual obligations and step increases.

Acting Chairman Meagher opened the floor to the committee for questions or concerns. The committee asked about the uses of the professional development funds. The

overtime is for the laborer position, CPC coordinator salary, employee medical exam, 111F, increase to car allowance (contractual), CPC budget, and the CPC coordinator's position is split between CPC & the Town.

Mary McBride, seconded by Rino Moriconi made a motion to recommend the Town Manager Budget in the amount of \$947,331.

A roll call vote was taken.
It was voted 9-2:

John Kleschinsky – Aye
Cheri Gargalianos – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Nay
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Kelley Sardina - Nay
Doug Meagher – Aye

Debt & Interest – Paul Watson, Town Accountant, John Curran, Town Manager

John Curran – the total Debt Service budget has gone from \$7.8 million to \$7.030 million. The debt stabilization line item is very small. Some debt has dropped off and we have maintained our commitment to maintain \$9.066 million between the two enterprise funds and the general fund. If the number goes above the \$9.066 million the town would have to draw out of the stabilization fund which has not happened since it was established in 2012.

Chairman Gagliardi opened the floor to the committee for questions or concerns. The committee asked if the Town Manger anticipated any issues with this part of the budget due to the Covid-19 virus. Also what is the total bonding capacity? The total debt the town is paying down is about \$80 million plus the high school which was about \$90 million.

Doug Meagher, seconded by Mary McBride made a motion to recommend the Debt & Interest Budget in the amount of \$7,030,019.90.

A roll call vote was taken
It was voted unanimously, 11-0:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi – Aye
Dave Gagliardi - Aye

Capital – Paul Watson, Town Accountant, John Curran, Town Manager –

John Curran - the budget is \$2 million, the same as last year, a half million dollars for equipment and \$1.5 million for contracts (which is basically road work).

Chairman Gagliardi opened the floor to the committee for questions or concerns. The committee asked what are our Chapter 90 funds and will there be an issue with this budget next year? The state increased it this year, the town gets \$1.2 million and Mr. Curran believes there will be an additional half million in the near future.

Doug Meagher, seconded by Mary McBride made a motion to recommend the Capital Budget in the amount of \$2,000,000.

A roll call vote was taken.
It was voted unanimously, 11-0:

- Cheri Gargalianos – Aye
- John Mulloy – Aye
- Doug Meagher – Aye
- Don Damon – Aye
- Patrick Logue – Aye
- Phil Newfell - Aye
- Tony Ventresca – Aye
- Mary McBride – Aye
- Doug Fogerty – Aye
- Rino Moriconi - Aye
- Dave Gagliardi - Aye

Town Systemwide – John Curran, Town Manager

John Curran, with the reclassification of this budget, it now includes the town electricity. Mr. Curran went through all the items and changes for FY21.

Chairman Gagliardi opened the floor to the committee for questions or concerns. The committee asked questions about the electric, with the cost of fuel going down will the town realize any savings and if yes will it go into the general fund. There was also a question regarding the new street lights.

Doug Meagher, seconded by Mary McBride made a motion to recommend the Town Systemwide Budget in the amount of \$2,161,640.

A roll call vote was taken
It was voted 10-1:

- Cheri Gargalianos – Aye
- John Mulloy – Aye
- Doug Meagher – Aye
- Don Damon – Aye
- Patrick Logue – Aye
- Phil Newfell - Aye
- Tony Ventresca – Nay
- Mary McBride – Aye

Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Cable Advisory – John Curran, Town Manager

Doug Meagher, seconded by Mary McBride made a motion to recommend the Cable Advisory Budget in the amount of \$0.00.

A roll call vote was taken
It was voted:

Cheri Gargalianos – Aye
John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

Commission of Disabilities – John Curran, Town Manager

There is a zero budget – no budget to vote on

Housing Partnership – John Curran, Town Manager

There is a zero budget – no budget to vote on

REVIEW OF APRIL 7, 2020 MINUTES:

Tony Ventresca stated that on page 2 under Elections, paragraph 2 it states “, is the town reimbursed for early voting and if so, is it 100 %, (yes, No). This needs better clarification.

Doug Meagher, seconded by Rino Moriconi made a motion to accept the minutes of April 7, 2020 as amended.

A roll call vote was taken.
It was voted 10-0-1:

Cheri Gargalianos – Aye
John Mulloy – Abstain
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye

Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi - Aye

MISCELLANEOUS CORRESPONDENCE – not subject to discussion

N/A

ADJOURNMENT:

Doug Meagher, seconded by Don Damon made motion to adjourn.

A roll call vote was taken.

It was voted unanimously, 11-0.

Gargalianos – Aye

Cheri

John Mulloy – Aye
Doug Meagher – Aye
Don Damon – Aye
Patrick Logue – Aye
Phil Newfell - Aye
Tony Ventresca – Aye
Mary McBride – Aye
Doug Fogerty – Aye
Rino Moriconi - Aye
Dave Gagliardi – Aye

Chairman David Gagliardi adjourned the meeting at 9:05 pm.

Joyce MacMillan, Recording Clerk