

Finance Committee Meeting held on February 25, 2021 @6:30 at Police Station

Present: Karen Kiley, Michelle Petraitis, Chet Lubelczyk, Tara Hayes, Robert Locatelli, alternate Kathy Crevier

Absent: April Hubacz

Guests: Dale Kiley, Jason Benoit, Patrick Gustafson, Shiela Orsi

Meeting was chaired by Karen called to order at 6:34

- Minutes of 2/10/21, motion by Chet to accept, seconded by Michelle, voted unanimous
- Highway Department Budget
  - Discussed the memo of 2/24/21 (attached) from admin requesting an increase to the Gasoline/Diesel line item of \$2000 to \$20,000 due to anticipated fuel increases
    - Agreed by Jason
  - Salaries are to be negotiated before the start of the fiscal year. Union contract as well as superintendent
    - These are negotiated with BOS; per Dale, use 2% for budgeting purposes; hope for 1%
  - Chapter 90 monies; FY21 apportionment is \$309,945, pending final passage of bond authorization
    - Copy attached
    - Plans for Chapter 90 monies this year?
      - Bullard Rd
      - Brickyard Rd
      - Finish up Brooks Pond Rd
      - This is the last year for the sweeper & dump truck leases which will free up money next year
  - Status of Mad Brook Rd bridge
    - \$750K is earmarked
      - Per Sen Gobi's office, don't count on it
      - Jason will continue to work with contacts at the state level
    - Explore opening bridge with weight limit
      - Emergency issue
  - Budget was written with figures on wrong lines
    - Fixed
  - Salt Shed Roof
    - Didn't mean to put \$18k on that line item
    - Salt shed has more issues that were discovered when working on the roof
      - Fascia on the front is rotting
      - Not a safety issue
      - Approximately \$7,500 to fix
      - Can be revisited in the future
  - RHE Co-op
    - Cost is \$1,000 for the year
    - What do we get for it?
      - Group of towns sharing equipment
      - All of the Brookfields, Brimfield, Hardwick, Warren (possibly more)
      - Trailer, rollers, cut off saws, street sign making machine
        - MassCor for some stuff?
          - Brookfield has sign making machine & can do them cheaper
    - They are still working on some details
      - Have operator go with equipment?
  - Capital Projects
    - Chipper

- Has \$25k voted at Nov 2020 meeting
    - Not finding anything; too small or junk
  - Down one member of staff so salary available
  - Found new one at Schmidt (quote attached)
    - Would like to take \$23,800 from salary
  - He has \$40k in his budget that could be turned over
- Mower/Mulcher heads & tractor
  - Video was shared
  - Tiger vs Termain King
    - \$150k new
    - Ahearn's has used ~\$89k including mowing head
      - Plus \$16k for mulching head
  - Our mowing deck is 20 years old
    - Experiencing issues
    - Will need to be replaced
- Pickup Truck
  - \$50k
- Bob spoke about a Capital Improvement Exclusion
  - Goes on the tax rate for one year outside of the 2.5% increase
  - Same as debt exclusion
- Discussion of when sewer debt will start?

• Transfers – none

• BOS Advertising as a revolving account

- Tara explained that Shiela doesn't think we can do it
  - Why? Tara will follow up
  - Can we do it like the Planning Board is now set up?

• Sheila Orsi, DDC

- Complete Streets Application
  - Gets funds from Mass DOT
  - Working with BSC Group (letter attached)
  - Will do an assessment of the sidewalks in the North Main St area from Spring to Maple
    - Need \$10,800 from FinComm Reserve fund to get Task 1B started.
    - Will need an additional \$39k for next tier but could wait
    - Tara motion to approve, Bob second, unanimous
  - DDC site/page has a list of the projects that they would like to work on
    - This phase will take care of Projects 1,2,3,6
  - Spending \$40 to 50k per year will get us a grant of \$390k to be put to these projects

• Library follow up

- Reviewed Dawn's memo; copy attached
  - Dawn is looking to advertise for the Children's librarian so we need to vote
  - Chet motioned to go ahead with the proposed increase, Michelle seconded, unanimous

• Fire Department

- Heater in Highway barn not working
  - Bay that stores the ladder truck
    - Joe said that it has been occasionally struck when backing in the truck
  - The hydraulics on the ladder truck didn't work during the fire at Vibram last week
  - Got a free heater from Techo Bloc
    - \$1200 to install
    - Wondering if Highway can help pay for it.
  - Questions
    - How long has it been broken?

- What kind of heater?
  - Is this something that Scott can install?
  - It is the beginning of March; heat won't be as much of a priority.
- Joe sent an email to Karen regarding the airpack lease. The funds were missed on the budget voted at town meeting.
  - Look at other funding sources
- Next meeting on March 11, 2021 @6:30
  - Invite Fire Chief
- Motion to adjourn at 8:54

#### Follow up items

- FinComm Transfer to DDC
- Sewer Debt to begin?
- Notify Library of salary decision
- Heater in highway; ask Joe questions brought up
- Airpack Lease?
- BOS advertising revolving like Planning

#### Capital Plans

- Highway
  - Chipper
  - Mulcher/mower machine
  - Truck
  - Salt shed repairs to fascia