

**ADVISORY AND FINANCE COMMITTEE
MEETING MINUTES
February 25, 2015**

A meeting of the Advisory & Finance Committee was held on Wednesday, February 25, 2015. The meeting was called to order by Chairman John Moody at 7:05PM and was conducted in the Mayflower II Meeting Room at the Plymouth Town Hall, 11 Lincoln Street, Plymouth, Massachusetts.

PRESENT **Twelve members of the committee were present:**
Cornelius Bakker, Kevin Canty, Richard Gladdys, Michael Hanlon, Kevin Hennessey, Shelagh Joyce, Kevin Lynch, Christopher Merrill, John Moody, Harry Salerno, Marc Sirrico, Charles Stevens

ABSENT **Three members of the committee were absent:**
Harry Helm, Michael Hourahan, Ethan Kusmin

AGENDA ITEMS

SNOW & ICE DEFICIT SPENDING REQUEST

Dennis Westgate, Assistant Director of Public Works, requested authorization to overspend the FY15 Snow & Ice budget by up to \$2,600,000. Per Massachusetts General Laws Chapter 44 Section 31D, "Any city or town may incur liability and make expenditures in any fiscal year in excess of available appropriations for snow and ice removal, provided that such expenditures are approved by the Town Manager and Finance or Advisory Committee". Since the first snow of the season on November 2, 2014 the town has had 27 winter events, 13 of which were plowable, and over 90 inches of snow. Because of the quantity of snow, particularly in the last 4 weeks, the DPW has had to call in assistance from additional companies with larger equipment. The FY15 Snow & Ice Budget was \$485,000. Expenditures through Monday, February 23rd are roughly \$2,586,010 leaving a deficit of approximately \$2,101,010. There are some estimates in the expense numbers including salt, fleet maintenance and fees of the additional hired contractors. With several weeks of winter remaining and the weather forecast predicting a continuation of the current weather pattern, it is probable that the DPW will continue to incur Snow & Ice expenses. \$2.6 million will cover the current deficit and authorize an additional expenditure up to \$498,989 for future snow and ice events. If this amount proves insufficient between now and spring, the DPW will request an additional authorization.

Questions/Comments:

- Is there going to be any federal disaster assistance coming to Plymouth? (C Merrill) Governor Baker has requested disaster assistance for Massachusetts. Typically assistance is in the form of reimbursement for a 48 hour period for blizzards only. We are applying through Plymouth County. We do not know yet.
- What is the \$485,000 budget based on? (K Canty) It is an appropriation that is generally underfunded purposefully because we can deficit spend for Snow & Ice. Once the budget is established, it can not ever be decreased and must stay at that level into perpetuity. We typically spend an average of \$1-\$1.2 million per year. This is an unusual year with an annual record snowfall greater than any in the past 130 years and all within a four week time frame.
- Regarding fleet maintenance and repairs, are those all to town owned vehicles? Any repairs attributable to the contractors? (J Moody) That is only for town owned vehicles. Contractors are responsible for repairs to their own vehicles.
- If there is contractor with equipment failure, what is the turnaround to get them back on the road? (J Moody) The repair time varies and we scramble to make accommodations, which happened quite a bit this year.
- Has there been any conversation about increasing the number of town vehicles and decreasing those contracted? (K Canty) That is discussed and debated annually and there is always a question about what is most economical.
- Thank you to DPW for doing a great job throughout these storms. (S Joyce)

Richard Gladdys made a motion to approve the Snow & Ice Deficit Spending Request in the amount of \$2,600,000. Christopher Merrill, second. The motion carries unanimously (12-0-0) with Chairman John Moody voting.

ANNUAL TOWN MEETING ARTICLE PRESENTATIONS

➤ ATM Article 8: Department Equipment

Lynne Barrett, Director of Finance, said that Article 8 had been presented previously. Division heads had provided answers to all of the questions since the last meeting.

Kevin Canty made a motion to recommend Article 8. Charles Stevens, second. The motion carries unanimously (11-0-0).

➤ ATM Article 9: Capital Equipment

Lynne Barrett said that division heads had also provided answers to all of the Article 9 questions since the last meeting.

Cornelius Bakker made a motion to recommend Article 9. Kevin Canty, second. The motion carries unanimously (11-0-0).

➤ ATM Article 13: Stabilization Funds

Lynne Barrett presented Article 13. Similar to the last two fiscal years, she said they are recommending funding towards the Nuclear Plant Mitigation Stabilization Fund. These funds are being set aside for future use as it relates to the Entergy Nuclear Power Plant and the effect it would have on the Town's budget, possibly:

1. Decreases in the tax payment from Entergy because of closure or discontinued operations or changes in their tax payment that were not planned or budgeted for.
2. Loss of funding from Entergy for the annual operations of the town's Emergency Management Operation or any other funding that they provide to the Town that we don't provide for ourselves.

The recommendation is to transfer \$500,000 from Free Cash to the Nuclear Plant Mitigation Stabilization Fund. The current balance in this account is \$2,335,180. There are no plans to use this budget now, it is just being set aside for the future.

Questions/Comments:

- If the plant were to decommission, how long would the \$2.8 million last? (K Canty) Entergy's current annual tax payment to Plymouth is \$9.2 million. There would still be some sort of tax payment from that property, but not nearly the same amount. The Town would make the fund last over a period of time to mitigate the increase to taxpayers.
- If the plant closed, what would the property taxes be on that property? (K Lynch) There would need to be an appraisal to determine the value at its current state and we would need to know the use to determine the taxes. A UMass Masters Program is currently doing a study for Plymouth regarding if the power plant were to be decommissioned. We should have that report in late spring or early summer. The Board of Selectmen will have their list of priorities available then as well.

7:30PM John Moody declared the FY16 Budget Public Hearing open and read the hearing notice into record (see attached). The committee will finish Article 13 and will then begin budget presentations.

- If the Town stopped receiving the \$9.2 million, what would that impact be on the tax rate? (J Moody) It is approximately 10 cents per million so 92 cents. Almost \$300 on a \$300,000 home.
- If the Town uses \$1 million per year for mitigation it would reduce the tax rate by 10 cents and would be a significant impact for the tax payer, correct? (J Moody) Correct.
- Can the money be used for other purposes like legal representation? (R Gladdys) It could be used for any purpose related to nuclear mitigation. It would have to be voted at Town Meeting and would require 2/3 vote for approval.
- Are the funds invested and earning interest? (K Hennessey) Yes they are currently invested, 15% in equities and 85% in cds and fixed corporate. The Selectmen mentioned that they would like us to increase to approximately 30% in equities. We will discuss that with our investment advisor.
- What is the average rate of return? (K Hennessey) First million invested July 1 2013, then \$1.32 million July 1 2014 and those have earned \$15,150 over that course of time, so around 1% return.
- Does JLMC look at this as an asset? (C Stevens) Yes, they look at everything. Special purpose funds are not available for salaries though.
- Are there minutes available for JLMC meetings? The copies of JLMC decisions are available in the Town Meeting books.

Christopher Merrill made a motion to recommend Article 13. Kevin Canty, second. The motion carries unanimously (11-0-0).

FY2016 BUDGET PUBLIC HEARING

➤ BUDGET SUB-COMMITTEE A

Shelagh Joyce, Chair of Sub-Committee A, presented the sub-committee's report and recommendations:
#123 Town Manager (& Board of Selectmen)

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$918,282.
- Revolving Fund: The sub-committee also recommended reducing the spending limit of the Cable Services Revolving Fund to \$33,000, \$5,000 less than requested. The committee will decide later if it would like to reopen ATM Article 3 to adjust the Revolving Fund spending limit.

Cornelius Bakker made a motion to approve and recommend the Town Manager budget of \$918,282. Harry Salerno, second. The motion carries unanimously (11-0-0).

#152 Human Resources

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$308,044.
- We applaud the results of the new contracted services with Health Express.

Christopher Merrill made a motion to approve and recommend the Human Resource budget of \$308,044. Kevin Hennessey, second. The motion carries unanimously (11-0-0).

#161 Town Clerk

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$497,537.

Richard Gladdys made a motion to approve and recommend the Town Clerk budget of \$497,537. Christopher Merrill, second. The motion carries unanimously (10-0-1). Kevin Canty, abstained.

#292 Animal Control

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$143,202.
- The request for the second part time staffer (19 hrs/week) would cover afternoons, vacations and weekends in the summer months. The town's kennel is scheduled to be staffed 7am-4pm seven days a week.

Kevin Canty made a motion to approve and recommend the Animal Control budget of \$143,202. Christopher Merrill, second. The motion carries unanimously (11-0-0).

#295 Harbor Master

- In FY15 the harbormaster division was able to secure grants and state funds totaling \$2,889,232. This is comprised of \$2,750,000 for T-Wharf reconstruction, \$124,000 for port security training and equipment, \$12,232 for harbor pump out replacement and \$3,000 for aquaculture.
- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$345,053, \$2,000 less than requested. The \$2,000 is a result of eliminating the expense of seeds for the shellfish propagation program.

Discussion followed. Town Manager, Melissa Arrighi, asked that the \$2,000 not be cut and to give the shellfish program a chance in its first year. Michael Hanlon agreed. Shelagh Joyce explained that the Harbor Master and Director of Marine & Environmental Affairs said that the shellfish line item was the lowest priority.

Michael Hanlon made a motion to add the \$2,000 back into the budget and approve and recommend the Harbor Master budget of \$347,053. Richard Gladdys, second. The motion carries (10-1-0). Shelagh Joyce, opposed.

#427 Natural Resources (formerly Environmental Management)

- The Advisory & Finance Budget Sub-Committee A recommends the Board of Selectmen's FY16 Recommended Budget in the amount of \$426,936.
- In FY15 the natural resources division was able to secure funds, some of it being state funds, totaling \$995,475. This is comprised of ten different line items ranging from \$712,738 for the Plymco Dam removal, \$54,095 for the dam off Billington St to \$8,808 for trail grant improvements.

There was discussion regarding the ParkWatch software program that Natural Resources had placed in its budget for FY16.

- Public Comment: Eric Heller said that he was in favor of Park Watch and its depth is extremely important. It will allow citizens to report OHV (off-highway vehicle) violations. He received a letter of support from Katie Kearney of Plymouth who worked with legislators in creating Sean's Law, the strongest OHV law in the country. Enforcement of the law is a problem and the Park Watch program will help with enforcement and could possibly save lives.
- Public Comment: Paul Hapgood said that his neighborhood association requested literature from the state regarding off road vehicles and they received 150 more than requested. He will give the literature to Natural Resources to make available to the public in their office.
- I am worried about the potential for abuse and harassment that this software may create. (H Salerno)
- There were memos and letters from local organizations in support of Park Watch and there are lots of communities currently using the software. (J Moody)
- Town Manager, Melissa Arrighi, said that they always anticipate the potential for abuse and there is a learning curve. She is enthusiastic about this application, we'll see how it goes, and if it goes well we may consider expanding it to other departments.
- The town is not buying the software, it is a monthly expense and can be evaluated periodically. (S Joyce)
- If an incident is reported, can law enforcement charge a fine? (K Hennessey) Park Watch is not intended for police matters. Natural Resources will be notified in real time and can check on the situation. (M Arrighi)
- This is a tool to make it easier to report concerns. (S Joyce)
- This app also uses GPS and can potentially save a life, it is a win-win. (R Gladdys)
- I have mixed feelings about Park Watch but am comfortable that management will filter out the abuse. (H Salerno)
- What is the expense to the town for each acre of land it owns? (C Stevens) Not sure.

Kevin Hennessey made a motion to approve and recommend the Natural Resource budget of \$426,936. Cornelius Bakker, second. The motion carries unanimously (11-0-0).

#482 Airport Enterprise

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$2,772,590.
- Many taxiway lights were converted to LEDs last year. The plan is for other lights to be converted to LEDs. The total transition to LEDs will take approximately 4-5 years to complete.

Questions/Comments:

- Has the airport looked into adding solar fields? (C Merrill) Sub-committee did not discuss that.
- It would make sense to convert to LEDs sooner to realize the cost savings. (K Hennessey)

Kevin Hennessey made a motion to approve and recommend the Airport Enterprise budget of \$2,772,590. Charles Stevens, second. The motion carries unanimously (11-0-0).

#910 Member Benefits

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$5,592,454.
- The increase in 111F claims has increased significantly in recent years. This increase is due to the rise of more serious injuries incurred by police and fire personnel as well as the overall increase of police officers on the force.
- The committee suggests the town look into the opportunity of increasing the offerings and participation of employee in wellness like programs; this may possibly help contribute to a decrease in claim activity.
- The amount of 100B claims is budgeted in FY16 at \$270,000. Plymouth's 100B claims are higher than other towns. We recommend the town research the factors contributing to the high claims and suggest possible ways to improve upon the claim activity.
- We recommend that town administrators and employees work collaboratively exploring low cost-high yield benefit offerings that would be sensitive to the needs of the Plymouth taxpayer as well as the active employee population.

Christopher Merrill made a motion to approve and recommend the Member Benefits budget of \$5,592,454. Kevin Hennessey, second. The motion carries unanimously (11-0-0).

#945 Town Insurance

- The Advisory & Finance Budget Sub-Committee A recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$983,510.
- The town takes advantage of a 4% discount by paying the premium in early July. The town utilizes the power of the MIIA to negotiate for best pricing. Plymouth also receives other discounts via training sessions they participate in periodically. They have investigated the possibility of increasing deductibles to help lower premium costs.
- The formulation of the town insurance budget is done in conjunction with the Town Manager's office. Last year the town bought a new policy. Money is returned to the town at the end of the year in the form of dividends based on claim activity.

Cornelius Bakker made a motion to approve and recommend the Town Insurance budget of \$983,510. Kevin Hennessey, second. The motion carries unanimously (11-0-0).

➤ **BUDGET SUB-COMMITTEE B**

Harry Salerno, Chair of Sub-Committee B, presented the sub-committee's report and recommendations:

#114 Moderator

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$2,100.
- Funding for this elected position is voted by Town Meeting annually as Article 6.

Cornelius Bakker made a motion to approve and recommend the Moderator budget of \$2,100. Kevin Canty, second. The motion carries unanimously (11-0-0).

#133 Finance & Accounting Division

- The Advisory & Finance Budget Sub-Committee B recommends the Board of Selectmen's FY16 Recommended Budget in the amount of \$574,184.
- The ongoing implementation of several modules within the MUNIS system, including Benefits Enrollment and Employment Application and On-Boarding are anticipated to keep improving the efficiency of those processes by replacing paper-based process with electronic. A minor increase in Training costs supports those initiatives.

Kevin Canty made a motion to approve and recommend the Finance & Accounting budget of \$574,184. Christopher Merrill, second. The motion carries unanimously (11-0-0).

#138 Procurement

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$479,288.

Kevin Hennessey made a motion to approve and recommend the Procurement budget of \$479,288. Michael Hanlon, second. The motion carries unanimously (11-0-0).

#141 Assessing

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$465,957.

Kevin Canty made a motion to approve and recommend the Assessing budget of \$465,957. Shelagh Joyce, second. The motion carries unanimously (11-0-0).

#146 Treasury & Collections

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$551,230.
- The Committee questioned the mileage reimbursement and determined that the bulk of it is for trips to the bank to make deposits. Since deposits are made quite frequently, the Committee recommends looking into an Armored Car service to pick up deposits. The amount of cash deposits can vary based on the time of year and what may be due. While such a service would not produce a cost savings, it could cost the Town upwards of \$9,000, nonetheless it may be a wise course for the Town to follow. The cost could probably be managed downwards if scheduled seasonally and not daily.

Kevin Canty made a motion to approve and recommend the Treasury & Collections budget of \$551,230. Kevin Hennessey, second. The motion carries unanimously (11-0-0).

#155 Information Technologies

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$754,913.

Questions/Comments:

- Have there been any recent discussions regarding privacy and security and strategizing? (S Joyce) We will discuss it at our next security meeting and will report back. (M Arrighi)
- Is the town evaluating other options besides MUNIS? (K Hennessey) In 2007 when the RFP went out we looked at 3 or 4 other vendors. We paid the initial cost to purchase MUNIS and have added add-ons. It is working so we are not looking at changing. (L Barrett)
- How many other communities use MUNIS? (J Moody) Municipalities use MUNIS 3:1 over other programs in Massachusetts and throughout the country.
- So there is no alternative if MUNIS decided to increase their support fees 10% in one year? (K Hennessey) Our contract with them indicates that the increase in fees can not be more than 5% each year.

Cornelius Bakker made a motion to approve and recommend the Information Technologies budget of \$754,913. Christopher Merrill, second. The motion carries unanimously (11-0-0).

<u>#710 Long Term Debt</u>	7,761,947
<u>#750 Long Term Interest</u>	4,468,544
<u>#752 Short Term Interest</u>	214,000
<u>#753 Misc. Interest</u>	5,000
<u>#755 Bond Issuance Costs</u>	50,000
TOTAL	12,499,491

Michael Hanlon made a motion to recommend approval and recommendation of all 5 debt account budgets totaling \$12,499,491. Kevin Canty, second. The motion carries unanimously (11-0-0).

#130 Fuel/Utility Fund

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$1,894,000.
- Question: Is there a way to lock in fuel prices now before the rise again? (C Stevens) Our Energy Officer works at locking in rates for gas and electric. As far as fuel for vehicles, we are not aware of ability to do that but will have Procurement look into it. (M Arrighi)

Kevin Canty made a motion to approve and recommend the Fuel & Utility Fund budget of \$1,894,000. Cornelius Bakker, second. The motion carries unanimously (11-0-0).

#158 Tax Title Foreclosures

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$365,202.

Kevin Canty made a motion to approve and recommend the Tax Title Foreclosure budget of \$365,202. Kevin Hennessey, second. The motion carries unanimously (11-0-0).

#132 FinComm Reserve Fund

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$130,000.

Michael Hanlon made a motion to approve and recommend the FinComm Reserve Fund budget of \$130,000. Richard Gladdys, second. The motion carries unanimously (11-0-0).

#129 Salary Reserve Fund

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$100,000.

Michael Hanlon made a motion to approve and recommend the Salary Reserve Fund budget of \$100,000. Charles Stevens, second. The motion carries unanimously (11-0-0).

#911 Pension Contributions

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$10,575,494 (\$7,988,268 Town and \$2,587,226 School).
- The A&F Committee may wish to create a sub-committee to review the Pension, its funding, management and actuarial assumptions. This sub-committee could meet and develop a package of material for review and discussion by the full committee outside of budget season to develop a broader understanding of the issues within the community. This is a major financial issue for the Town and deserves to have a detailed and thorough review with a goal of understanding the long term plan.

- Question: If the ratio of employees is 1:3 town to school, why are the pension contributions opposite in ratio, 3:1 town to school? (M Hanlon) State funds pay for teacher pensions. (L Barrett) **Kevin Canty made a motion to approve and recommend the Pension Contributions budget of \$10,575,494. Michael Hanlon, second. The motion carries unanimously (11-0-0).**

#914 Member Insurance

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$31,541,090.
- The sub-committee acknowledges the effort of the Town Manager, Finance Director and Insurance Advisory Committee in establishing conservative funding approach for the Health Insurance Trust. We recognize the substantial challenge that projecting health care costs 18 months into the future represents and supports a conservative approach to ensuring adequate funding of the Health Insurance Trust while minimizing the unencumbered balance carried forward from year-to-year. Excessive conservatism in funding the Trust reduces capital that might be put to better use elsewhere in the Town.

Questions/Comments:

- Budget shows an increase of 10.87% over FY15, is that due to a projected increase in the premium? (K Hennessey) That increase is in the amount to go into the trust fund. (H Salerno)
- Are we expecting a deficit or are you comfortable this amount will cover it? (K Hennessey) We are planning on a 12% premium increase, claims increasing by 5% and planning on the fund balance to cover IBNR plus a \$1 million cushion. I am comfortable with this amount. (L Barrett)
- Has there been any discussion about high deductible plans? (S Joyce) There is always discussion and it is part of negotiations. (L Barrett)

Kevin Canty made a motion to approve and recommend the Member Insurance budget of \$31,541,090. Cornelius Bakker, second. The motion carries unanimously (11-0-0).

#915 OPEB Trust Funding

- The Advisory & Finance Budget Sub-Committee B recommends the Board of Selectmen's FY16 Recommended Budget in the amount of \$650,000.
- The sub-committee believes it is important to note that funding OPEB liabilities is a significant challenge that Plymouth shares with virtually every other government entity in the United States. Addressing the challenge will require action by parties outside of Plymouth's borders in addition to a cooperative and concerted effort of all directly involved parties – Town Management, Town Employees, union representatives, elected officials, and the taxpayer – to satisfy the Town's current obligation and to limit the continued growth of the liability.
- Question: Do we have the unfunded liability report as of January 1st yet? (K Lynch) Not yet, we have gathered information regarding valuation as of January 1 for the actuary. We should have the report by the end of the fiscal year. (L Barrett)

Michael Hanlon made a motion to approve and recommend the OPEB Trust Funding budget of \$650,000. Kevin Canty, second. The motion carries unanimously (11-0-0).

#913 Unemployment Compensation

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$200,000.

Kevin Canty made a motion to approve and recommend the Unemployment Compensation budget of \$200,000. Cornelius Bakker, second. The motion carries unanimously (11-0-0).

#916 Compensated Absences

- The Advisory & Finance Budget Sub-Committee B recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$125,000.

Questions/Comments:

- Is there a maximum amount of sick and vacation time that employees can accrue? (S Joyce) Yes and the maximum varies, some can carry 45 days on the books and others less. (M Arrighi)
- Is this paid out at retirement? (S Joyce) Yes, there is a maximum of \$5,000 sick time paid out and vacation is paid out at 100%. (M Arrighi)

Christopher Merrill made a motion to approve and recommend the Compensated Absences budget of \$125,000. Kevin Hennessey, second. The motion carries unanimously (11-0-0).

Charles Stevens requested a five minute recess.

Kevin Lynch left the meeting.

The meeting was called back to order at 9:54PM.

➤ **BUDGET SUB-COMMITTEE C**

Charles Stevens, Chair of Sub-Committee C, presented the sub-committee's report and recommendations:
#210 Police Department

- The Advisory & Finance Budget Sub-Committee C recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$10,211,640.
- Consolidation of the dispatchers function is finally being addressed. This should save money over the long run and improve the response times of needed emergency response units.
- We are also pleased to see the cost containment and reduction efforts of the Department to offset the impact of the salary increases on the overall Department budget request.
- The Sub-Committee recommends the Town continue its hiring of additional officers for the police department. The nine officers gained in recent years have all been absorbed by the Street Crime Unit. As discussed in last year's committee recommendations, the police department is still below recommended staffing levels for a town the size Plymouth. Not only would the increase in size of the department put more officers on the street, it could also lower the amount of overtime wages paid by the department.

Kevin Hennessey made a motion to approve and recommend the Police budget of \$10,211,640. Michael Hanlon, second. The motion carries unanimously (10-0-0).

#220 Fire Department

- The Advisory & Finance Budget Sub-Committee C recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$10,003,301.
- As discussed in the Police budget Initiatives and Opportunities review, the committee is pleased to see the dispatcher consolidation project underway. When completed, four professionally trained firefighters will be returned to the duties they were originally hired for.
- Chief Bradley had pointed out to the sub-committee a need for an increase in the maintenance line item for 62 self-contained breathing apparatus. These units were purchased in 2008. Chief Bradley forecasts that the maintenance costs for these units will accelerate as they age. The units must be replaced en masse due to safety concerns for the firefighters. The committee recommends a detailed, written cost analysis be performed by the department prior to the start of the 2017 budget cycle.
- A solution to the ongoing situation at the North Plymouth Fire Station needs to be presented by the Town Manager and the Fire Department. The station is outdated and its maintenance costs are increasing, taking valuable maintenance funds away from other town structures. This situation was mentioned in FY 2015 committee recommendations, but no visible progress towards a solution to this problem is evident.

Kevin Hennessey made a motion to approve and recommend the Fire budget of \$10,003,301. Harry Salerno, second. The motion carries unanimously (10-0-0).

#293 Parking Enforcement

- The Advisory & Finance Budget Sub-Committee C recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$33,361.

Cornelius Bakker made a motion to approve and recommend the Parking Enforcement budget of \$33,361. Kevin Canty, second. The motion carries unanimously (10-0-0).

#291 Emergency Management

- The Advisory & Finance Budget Sub-Committee C recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$69,900.
- The Sub-Committee recommends the Town Manager and Treasurer be made aware of a significant budget increase request for FY 2017 for replacement of the Emergency Operations Center's Uninterruptible Power Supply (UPS) System batteries used to support utility outage protections to the EOC and the Town's back-up Information Technology server. The initial quote for replacement is \$9,500 to be funded through the Equipment line in the budget.
- Question: Are they confident the Uninterruptible Power Supply will last through FY16? (J Moody) Yes they are confident it will last through FY16 but will need to be replaced for FY17. (C Stevens)

Kevin Hennessey made a motion to approve and recommend the Emergency Management budget of \$69,900. Kevin Canty, second. The motion carries unanimously (10-0-0).

Charles Stevens made a motion to accept new business after 10:30PM. Kevin Canty, second. The motion carries (9-1-0). Cornelius Bakker, opposed.

BUDGET SUB-COMMITTEE D

Michael Hanlon, Chair of Sub-Committee D, presented the sub-committee's report and recommendations:

#411 Engineering

- The Advisory & Finance Budget Sub-Committee D recommends a \$20,000 increase in the Road Markings budget line. After discussion with Mr. Kashi the Sub-committee recommendations increasing the Pavement Marking expense line to provide a greater level of safety for the public.
- The Advisory & Finance Committee Budget Sub-Committee D recommends a FY16 Budget in the amount of \$537,861.

#420 Highway

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$1,878,333.
- The Highway Division has had difficulty filling vacant positions due to collective bargaining requirements that employees possess certain licenses and certifications that may not be necessary. We recommend that management review these requirements.

#421 DPW Administration

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$486,113.
- The DPW budget includes \$243,600 for Police Details for traffic control. Several years ago the Governor signed legislation that allowed the use of flagmen for traffic control on state highways in an effort to reduce costs and save money. This issue should be reviewed by town management with the goal of reducing the cost of traffic control details in Plymouth while ensuring the safety of both the travelling public and construction workers. The DPW has tried to reduce this cost by being more selective in the use of traffic control details.

#422 Building Maintenance

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$579,261.
- The Building Maintenance Division commissioned an asset management study of all town-owned buildings under their jurisdiction. The recommendations of that study, if fully implemented, will significantly add to the division's operating budget in the next fiscal year, and will also include significant capital expenditure under Article 9 to provide sufficient funds for the very large backlog of maintenance and repairs that are recommended.

#425 Fleet Maintenance

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$667,042.
- Personnel Services increased by \$30,044 to cover the cost of one new mechanic. Other Expenses increased by \$25,000 in the Vehicle Maintenance Supplies line item in order to cover the anticipated costs for maintaining an aging fleet of vehicles.

#490 Crematory

- The Crematory Division budget includes a small increase in Personnel Services to cover the cost of a part-time clerical position.
- After discussion with Mr. Bubbins the Sub-committee recommends the addition of \$1,000 under Other Charges & Expenditures to cover the cost of advertising in order to increase revenues from operations. Cremation is a competitive market and investing \$1,000 in advertising should create a substantial return on the investment. Town Manager, Melissa Arrighi, said that the Procurement Department has an advertising budget line and the Crematory department can use \$1,000 of that budget for its advertising, so no need to add it to the Crematory budget.
- This division generated almost \$350,000 in net revenues in FY 2014, which was returned to the general fund, and is used to pay down the debt and interest.
- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$166,668.

#491 Cemetery

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$297,111.
- Revolving Fund: The Cemetery Division manages one revolving fund, Cemetery Repair & Beautification Fund, with an annual spending limit of \$10,000. The fund has a sizeable balance of approximately \$94,000, which is available for use on other cemetery projects.

#492 Parks & Forestry

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$1,006,187.

#630 Recreation

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$370,152.
- In our discussion with the division staff it was suggested that our recreation fee structure is significantly lower than other similar communities in the area, and that the Town should seriously consider raising the fees for using the town's recreational facilities.
- Revolving Funds: This division has three significant revolving accounts for recreation programs, Memorial Hall, and Hedges Pond. These revolving fund budgets more than double the Recreation Division's annual operating budget. Last year the sub-committee asked for, and received, more detailed budgets for all DPW revolving fund accounts, which included starting and ending balances, and detailed revenue and expense projections. We believe this methodology has enhanced transparency and accountability.

#433 Solid Waste-Town & School

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$168,243.
- This budget has increased by \$19,400 (13.0 percent) for FY 2016. This amount is almost entirely due to the increase in the contract tipping fee at SEMass. This was a new budget in FY 2015 that includes all solid waste disposal costs for all Town and some School Department owned buildings. Related personnel services and expenses have been removed from the Solid Waste Enterprise Fund so that these costs are not supported by customers in the solid waste enterprise fund. Other Expenses includes \$50,000 for landfill monitoring of the Cedarville and Manomet landfills.

Department of Public Works (Total Department not including enterprise funds and snow & ice):

- The Advisory & Finance Budget Sub-Committee D recommends the approval of the DPW budget in the amount of \$6,156,971 for FY 2016.
- Question: Would there be a contractual issue with the union if flagmen are used instead of police details? (S Joyce) Historically it has been patrolmen work but have not had that discussion with the union. (M Arrighi)

Cornelius Bakker made a motion to approve and recommend the DPW operating budget of \$6,156,971. Christopher Merrill, second. The motion carries unanimously (10-0-0).

#440 Sewer Enterprise

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$4,499,224.
- Increase in expenses primarily due to increases in Veolia contract, long-term debt and interest, and additional heat and electricity for the new Samoset Street pump station.

Kevin Canty made a motion to approve and recommend the Sewer Enterprise budget of \$4,499,224. Charles Stevens, second. The motion carries unanimously (10-0-0).

#450 Water Enterprise

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$3,487,031.
- This increase is primarily due to the increases in long-term debt and interest to fund the jacketed water main replacement, and the Samoset water tank restoration projects. The Water Enterprise Fund is fully funded by rate payers.

Kevin Canty made a motion to approve and recommend the Water Enterprise budget of \$3,487,031. Harry Salerno, second. The motion carries unanimously (10-0-0).

#433 Solid Waste Enterprise (& #435 Curbside)

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$2,277,243.
- FY16 budget increase is due primarily to the increase in the contract fee for curbside collection, and the contract tipping fee at SEMass.
- All operating costs contained in the Solid Waste Enterprise Fund are fully funded by user fees.
- Question: What is the amount of the escalator in the ABC contract? (J Moody) 3% (L Barrett)

Cornelius Bakker made a motion to approve and recommend the Solid Waste Enterprise budget of \$2,277,243. Kevin Canty, second. The motion carries unanimously (10-0-0).

#423 Snow & Ice

- The Advisory & Finance Budget Sub-Committee D recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$510,000.
- The Snow & Ice budget has increased by \$25,000 (5.2 percent) for FY 2016. This increase is due entirely to increases in various expense line items all of which are necessary to keep the snow plowing equipment in good working order. In the past we have supported an annual increase because the base budget is too low based on prior year's expenditures. The sub-committee believes this is an improvement over the FY 2015 budget.

Christopher Merrill made a motion to approve and recommend the Snow & Ice budget of \$510,000. Richard Gladdys, second. The motion carries unanimously (10-0-0).

➤ **BUDGET SUB-COMMITTEE F**

Christopher Merrill, Chair of Sub-Committee F, presented the sub-committees report and recommendations:

#300 Plymouth Public Schools

- Schools continue to see utility savings due to the implementation of solar generation plants. The schools have been able to access the net benefit from these solar fields which is 100% for FY16.
- Budgeting has become a great challenge due to significant reduction to State and Local aid.
- For FY16 there is an increase in substitute teachers daily pay rate (\$65 to \$80 for Certified and from \$65 to \$70 for non-certified).
- The schools use a new level of discipline in maintaining the existing level of public services while making every effort to hold down taxes even though two new high schools will be adding further increases to the Plymouth tax base over the next few years. (Plymouth South High School scheduled completion is 2018).
- Plymouth Vocational Educational programs are at a disadvantage compared to some other vocational programs around the state because state reimbursement is lower for programs that combine academics with vocational education in a traditional school setting versus those that are dedicated to vocational education. Plymouth receives approximately 50% less per student than do the vocational schools.
- The Advisory & Finance Budget Sub-Committee F recommends a \$30,000 decrease in the Band Uniform line. It is believed that the band can do fundraising to make up the budget difference and/or purchase part of the uniform themselves as many of the sports teams do.
- The schools should look into contracted services (custodial services, building & maintenance) by having an outside vendor perform these duties for the multiple facilities that the School has under its jurisdiction, this may prove to be cost effective.
- Schools should look into employee wellness programs to reduce health benefit costs
- We suggest forming a strategic planning committee for the Schools with the following representation (Representative from Board of Selectmen; Advisory & Finance Chairman; Chair of School Committee; Superintendent of Schools, School Teachers Union Official; and one citizen/town resident at large).
- We support the \$250,000 technology upgrade request to improve the existing infrastructure of the network which will increase wireless capabilities and speed.
- The Advisory & Finance Committee Budget Sub-Committee F recommends a FY16 Budget in the amount of \$84,136,901.

Kevin Hennessey made a motion to approve and recommend the Plymouth Public Schools budget of \$84,136,901. Kevin Canty, second. The motion carries (8-1-1). Cornelius Bakker, opposed. Harry Salerno, abstained.

#390 Medicaid Reimbursement

- The Advisory & Finance Budget Sub-Committee F recommends a \$3,000 decrease to the Billing Services Line, adjusting that appropriation to \$42,000, which will cover reimbursements of \$1,050,000, 7% higher than the projected reimbursements.
- The Advisory & Finance Committee Budget Sub-Committee F therefore recommends a FY16 Budget in the amount of \$242,753.
- The sub-committee further recommends inclusion of the budget detail for this account in the Plymouth Public Schools Budget Book instead of (or in addition to) in the Town Budget. This cost center should be reviewed and approved by the School Committee since it provides for the allocation of School Department resources.

- It is our understanding that the reimbursable services must be provided regardless whether they are reimbursed by Medicaid and, therefore, are more appropriately included in the School's operating budget.

Kevin Canty made a motion to approve and recommend the Medicaid Reimbursement budget of \$242,753. Richard Gladdys, second. The motion carries (9-0-1). Harry Salerno, abstained.

#391 Out of District Transportation

- The Advisory & Finance Budget Sub-Committee F recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$29,500.
- The reduction of expenses is the result of partnering with other local school districts (Silver Lake Regional and Wareham Public Schools) to share transportation services and costs for students attending Bristol County Agricultural High School in Dighton and Norfolk Agricultural High School in Walpole.
- Plymouth Public Schools Business Manager, Gary Costin, indicates the partnership arrangements have been in development for several years and the savings in future years may fluctuate depending on students in the other school districts pursuing an agricultural curriculum. The sub-committee applauds the effort of Mr. Costin in negotiating and establishing this creative cost-saving measure.
- The sub-committee recommends inclusion of the budget detail for this account in the Plymouth Public Schools Budget Book instead of (or in addition to) in the Plymouth Town Budget, and review and approval of this budget cost center by the School Board since the cost center involves collaborative agreements between Plymouth and other school districts

Kevin Hennessey made a motion to approve and recommend the Out of District Transportation budget of \$29,500. Christopher Merrill, second. The motion carries (9-0-1). Harry Salerno, abstained.

John Moody relinquished the role of Chairman to Michael Hanlon for Sub-Committee E's presentation.

➤ **BUDGET SUB-COMMITTEE E**

John Moody presented Sub-Committee E's report and recommendations:

#175 Community Planning

- The Advisory & Finance Budget Sub-Committee E recommends the Board of Selectmen's FY16 Recommended Budget in the amount of \$757,298.
- The Economic Development Director position is expected to be filled during the first quarter. The Economic Development Director works for the Economic Development Foundation, which the Town partially funds with an appropriation of \$125,000 (increased from \$89,309 in FY2015 when the Chamber of Commerce withdrew from the foundation). The Economic Development Director had been instrumental in attracting new business to Town, and supporting expansion of existing businesses, through Tax Increment Financing (TIF) agreements.
- The appropriation to the Economic Development Foundation is a long-standing budget item. The Foundation partners with other agencies to provide workshops on business and financial planning for small businesses, supports businesses expressing an interest in relocating to Plymouth, and assists the Town with infrastructure improvement efforts through Tax Increment Financing (TIF) arrangements and other consultation.

Kevin Canty made a motion to approve and recommend the Community Planning budget of \$757,298. Kevin Hennessey, second. The motion carries unanimously (10-0-0).

#189 Redevelopment Authority

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$21,340.
- The FY2016 budget shows a reduction of \$20,000 as a result of the elimination of appropriations for maintenance (\$5,000) and insurance (\$15,000) for the 1820 Courthouse, which is now maintained and insured directly by the Town.
- An increase of \$13,000 was requested to further offset the compensation of the Executive Director. The Town Manager did not support the request and the sub-committee concurs.
- In addition to the Town's budget appropriations, Redevelopment receives funds from a variety of State and Federal programs, including a HUD grant, and from consulting fees. The Plymouth Redevelopment Authority is an independent agency comprised of a five-member board with four of the positions elected by Town residents and one appointed by the State.

Kevin Canty made a motion to approve and recommend the Redevelopment Authority budget of \$21,340. Kevin Hennessey, second. The motion carries unanimously (10-0-0).

#241 Building & Zoning

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$653,472.
- The department expects to exceed revenues of fiscal 2015, driven by several large projects currently underway or expected to begin in FY 2016. These projects include:
 1. Ongoing construction at the Pinehills
 2. Construction of the new Plymouth South High School
 3. Red Brook, the Makepeace project in south Plymouth, has begun and will result in more than 1500 new homes, along with a new YMCA and other community buildings
 4. Construction of the new Town Hall project
- With these major new projects, we confirm the need for a new full time inspector as well as the anticipated need for part time help on an as needed basis.
- Discussions regarding putting the application/permitting process into an online format were discussed as an opportunity to streamline the permitting process and thus reduce departmental costs.

Kevin Canty made a motion to approve and recommend the Building & Zoning budget of \$653,472. Cornelius Bakker, second. The motion carries unanimously (10-0-0).

#510 Board of Health

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$259,708.
- This budget reflects a reduction of \$7,882 primarily as a result of a reduction in Nursing Services driven by the shift in service focus for medical services to communicable disease follow-up.
- Fee and fine revenue has increased approximately \$30,000 to \$471,491, making the Board of Health a revenue center that generates approximately \$1.75 in revenue for every \$1 appropriated.

Kevin Canty made a motion to approve and recommend the Board of Health budget of \$259,708. Richard Gladdys, second. The motion carries unanimously (10-0-0).

#541 Council on Aging

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$387,988.
- The department is spending a significant amount (\$10,000) every year on Repair and Maintenance of the grounds which is a lot for a small and relatively new area. The committee encourages exploring and pursuing opportunities to reduce the cost.

Kevin Canty made a motion to approve and recommend the Council on Aging budget of \$387,988. Kevin Hennessey, second. The motion carries unanimously (10-0-0).

#543 Veterans Services

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$969,227.
- The largest budget item is Veterans Benefits, which has been level-funded at \$850,000 since FY2014. This provides veterans with direct financial assistance in paying medical premiums, reimbursement of healthcare costs, and other eligible benefits. Veterans Benefits provided by the Town are partially reimbursed (75%) by the State.
- The services of this Department are very important to members of our community. Plymouth residents that have served in our nation's military often require a wide array of programs of services from within many different areas and from many different disciplines and coordinating all of that must be a challenge. The Department's ability to do all of this while keeping costs down is admirable.

Richard Gladdys made a motion to approve and recommend the Veterans Services budget of \$969,227. Christopher Merrill, second. The motion carries unanimously (8-0-2). Charles Stevens and Kevin Hennessey, abstained.

#549 Disabilities Commission

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager's and Board of Selectmen's FY16 Recommended Budget in the amount of \$250.
- The work of these volunteers in providing services that further and improve the lives of some of our community's most vulnerable residents should be commended.

Kevin Canty made a motion to approve and recommend the Disabilities Commission budget of \$250. Kevin Hennessey, second. The motion carries unanimously (10-0-0).

#610 Library

- The Advisory & Finance Budget Sub-Committee E recommends the Town Manager’s and Board of Selectmen’s FY16 Recommended Budget in the amount of \$1,711,452.
- The increase in expenses is largely attributable to an additional \$30,000 needed for books and periodicals which will help to continue our libraries' vibrancy and relevance to the residents.
- While not affecting the FY2016 budget, management has successfully included Sunday as a standard workday in Library staff contracts. Currently, staff are paid at an overtime rate for Sundays; new hires at the Library will be subject to the new contractual language, which should serve to reduce, or at least control, overtime cost increases in the future.
- Management expects an uptick in staff turnover in FY2016 as some become eligible for retirement.
- Library card holders continue to grow – now at 38,000-plus. More than 240,000 visits to the Library, including non-residents, are logged annually.
- De-certification of the Wareham Library has resulted in some problems for Library staff when they have to refuse material check-out to Wareham residents since its Library is no longer part of the network; a Library is de-certified when it fails to meet minimum state standards.

Kevin Canty made a motion to approve and recommend the Library budget of \$1,711,452. Shelagh Joyce, second. The motion carries unanimously (10-0-0).

#695 1749 Courthouse

- The Advisory & Finance Budget Sub-Committee E recommends a \$5,000 increase to the Salary & Wages line for the 1749 Courthouse. This will enable the museum to be open during November which is a major tourist time for Plymouth. Currently, the 1749 Court House is open for a relatively limited season. Expanding the season, which requires additional funding for Salaries and Wages, would make the 1749 Court House resources available to a larger number of visitors, including school visits. This would increase not only its usage but also public awareness of this great attribute of visiting or residing in our community.
- The Advisory & Finance Committee Budget Sub-Committee E therefore recommends a FY16 Budget in the amount of \$19,984.

Kevin Canty made a motion to approve and recommend the 1749 Court House budget of \$19,984. Christopher Merrill, second. The motion carries unanimously (10-0-0).

Michael Hanlon relinquished role of Chair back to John Moody.

➤ **ATM Article 7A-E: Operating Budgets & Enterprise Funds**

ATM Article 7A:

To raise and appropriate \$186,300,014 for a total General Fund Operating Budget to provide for a reserve fund and to defray the expenses of the Town and to meet said appropriation with the following funding:

Total General Fund Operating Budget	\$ 186,300,014
Title V - Betterment Program	\$ 162,831
State Boat Ramp Revolving Fund	\$ 10,293
Recreation Revolving Fund	\$ 44,121
Memorial Hall Revolving Fund	\$ 8,203
Plymouth Beach Revolving Fund	\$ 9,446
Fire Safety & Prevention Revolving Fund	\$ 7,761
Fire Alarm Maintenance Revolving Fund	\$ 9,391
Cemetery Perpetual Care	\$ 35,314
Municipal Waterways	\$ 133,644
Premium for Debt Exclusion	\$ 208,681
Free Cash for OPEB Fund	\$ 500,000
	Less Total Transfers 1,129,685
To be raised by the 2016 Tax Levy (General Fund revenues & other sources)	\$ 185,170,329

Christopher Merrill made a motion to approve and recommend Article 7A - Total General Fund Operating Budget of \$186,300,014 and funding sources as described. Richard Gladdys, second. The motion carries unanimously (10-0-0).

ATM Article 7B:

To vote to appropriate \$3,487,031 from Water Enterprise Receipts to defray Water direct costs and that \$1,240,540 as appropriated under Article 7A, be used for Water indirect costs, all to fund the total costs of operations of the Water Enterprise as follows:

Personal Services	\$	1,068,529
All Other Expenses	\$	1,231,610
Debt Service	\$	1,186,892
Appropriated for Direct Costs	\$	3,487,031
Indirect Costs - Charged to Enterprise Fund from General Fund	\$	1,240,540
Total Cost – Water	\$	4,727,571

Kevin Canty made a motion to approve and recommend Article 7B – Water Enterprise Budget of \$3,487,031. Christopher Merrill, second. The motion carries unanimously (10-0-0).

ATM Article 7C:

To vote to appropriate \$4,499,224 from Sewer Enterprise Receipts to defray Sewer direct costs, and that \$288,161 appropriated under Article 7A, be used for Sewer indirect costs, all to fund the total costs of operations of the Sewer Enterprise as follows:

Personal Services	\$	282,147
All Other Expenses	\$	2,025,633
Debt Service	\$	2,191,444
Appropriated for Direct Costs	\$	4,499,224
Indirect Costs - Charged to Enterprise Fund from General Fund	\$	288,161
Total Cost – Sewer	\$	4,787,385

Kevin Hennessey made a motion to approve and recommend Article 7C – Sewer Enterprise Budget of \$4,499,224. Kevin Canty, second. The motion carries unanimously (10-0-0).

ATM Article 7D:

To vote to appropriate \$2,277,243 from Solid Waste Enterprise Receipts to defray Solid Waste direct costs, and that \$268,198 appropriated under Article 7A, be used for Solid Waste indirect costs, all to fund the total costs of operations of the Solid Waste Enterprise as follows:

Personal Services	\$	315,689
All Other Expenses	\$	1,961,554
Appropriated for Direct Costs	\$	2,277,243
Indirect Costs - Charged to Enterprise Fund from General Fund	\$	268,198
Total Cost – Solid Waste	\$	2,545,441

Michael Hanlon made a motion to approve and recommend Article 7C – Solid Waste Budget of \$2,277,243. Charles Stevens, second. The motion carries unanimously (10-0-0).

ATM Article 7E:

To vote to appropriate \$2,772,590 from Airport Enterprise Receipts to defray Airport direct costs, and that \$194,979, as appropriated under Article 7A be used for Airport indirect costs, all to fund the total costs of operations of the Airport Enterprise as follows:

Personal Services	\$	490,175
All Other Expenses	\$	2,282,415
Debt Service	\$	0
Appropriated for Direct Costs	\$	2,772,590
Indirect Costs - Charged to Enterprise Fund from General Fund	\$	194,979
Total Cost – Airport	\$	2,967,569

Kevin Canty made a motion to approve and recommend Article 7E – Airport Enterprise Budget of \$2,772,590. Charles Stevens, second. The motion carries unanimously (10-0-0).

PUBLIC COMMENT

None

OLD/NEW/OTHER BUSINESS

Earlier in the evening Advisory & Finance Budget Sub-Committee A recommended reducing the spending limit of the Cable Services Revolving Fund to \$33,000, \$5,000 less than requested.

Michael Hanlon made a motion to revisit Annual Town Meeting Article 3: Revolving Funds. Christopher Merrill, second. The motion carries unanimously (10-0-0)

➤ **ATM Article 3: Revolving Funds**

Michael Hanlon made a motion to approve the recommendation to reduce the spending limit of the Cable Advisory Revolving Fund from \$38,000 to \$33,000. Kevin Canty, second. The motion carries unanimously (10-0-0)

MINUTES

The back log of Minutes will be reviewed at the March 4, 2015 meeting.

ADJOURNMENT

**Cornelius Bakker moved for adjournment. Kevin Canty, second. The motion for adjournment carries unanimously (10-0-0).
The meeting adjourned at 11:53PM.**

Respectfully submitted,

Kere Gillette