

TOWN OF GILL
M A S S A C H U S E T T S



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SELECTBOARD & FINANCE COMMITTEE MEETING MINUTES
May 16, 2018

Called to Order: The Selectboard and Finance Committee meetings were called to order at 5:05 PM.

Selectboard Members Present: Randy Crochier, John Ward, Greg Snedeker Members Absent: None

Finance Committee Members Present: Claire Chang, Tupper Brown, Peter Turban, Timmie Smith, and Sandy Brown Members Absent: Ronnie LaChance

Others Present: Ray Purington, Administrative Assistant; Lynda Hodsdon Mayo

FY19 COLA Recommendation: A handout was reviewed outlining the Personnel Committee's recommendation for a 2% COLA in FY19. The recommendation is to have the COLA apply to all compensated employees of the Town, including elected officials who receive more than \$5,000 yearly. The total cost for a 2% COLA on all wages, salaries and stipends (including elected officials receiving less than \$5,000) is \$11,277.

Town Clerk Lynda Hodsdon Mayo reported she sought input on this matter from other Town Clerks across Massachusetts, and received feedback from 30 Clerks. In all cases, the elected employees receive the same COLA as hired or appointed employees. In some communities, the wage scale is used as guidance for the compensation of elected employees.

Hodsdon Mayo also commented her presence at the meeting was driven by being caught off guard last year by a change to the COLA recommendation that came out of one of the FY18 budget meetings. The Personnel Committee had recommended a 2% COLA to all, but the final motion presented to Town Meeting excluded elected officials from receiving a COLA.

During discussion, it was felt the year-to-year inconsistencies in the COLA policies should be addressed by a recommendation from the Personnel Committee. Hodsdon Mayo left the meeting at 5:33 PM.

Greg made a motion, seconded by John, to budget in FY19 for a 2% COLA for all elected officials and appointed/hired employees, conditioned on having the Personnel Committee review and develop an updated COLA policy in time for FY20. The vote on the motion was unanimous in the affirmative. The identical motion for the Finance Committee was made by Sandy, seconded by Peter, and approved on a vote of 5 in favor and 0 opposed.

Review of FY19 Budget Requests:

1.08 Tax Collector - Revised: The revised budget for the Tax Collector was distributed. The new figure \$32,689 eliminates the funds requested for a part-time assistant. Peter made a motion, seconded by Sandy, to accept the revised budget. The motion was approved on a vote of 5 in favor and 0 opposed. The Selectboard accepted the revised budget by consensus.

"Big Picture" Budget: The first three pages of the budget summary were distributed. Ray noted he is still reviewing and confirming figures for page 4 which calculates the estimated tax rate for FY19. Key changes this year include separating the Assessors' Expenses and Assessors' Clerical Salary into two lines for the Omnibus, and including budget lines for Emergency Management and Hazardous Waste Collection in the Omnibus.

Review of Capital Projects:

- Paving at Public Safety Complex: the proposed project would grind the existing pavement at the Public Safety Complex and re-pave the north driveway and the strip along the rear of the building. The CIPC has not finalized a recommendation, so the topic was tabled for future discussion.

- New Police Cruiser: the request is to replace the 2008 Crown Vic cruiser. The CIPC has recommended a new cruiser, but has not made a recommendation on what the new cruiser should be, SUV or sedan, hybrid or gasoline. It was noted the loan for the newest cruiser (2017 Ford Interceptor) will not be paid off until FY20.
- New Snow Plow: the request is for a new 11-foot power angle plow to replace a 1970s fixed plow. The CIPC has not yet made a recommendation on the request. The Machinery Advisory Committee has discussed the request and believes the existing plow, which is a spare, can be repaired for less than the \$12,000 cost of a new plow.
- Riverside Building Hallway Painting & Flooring: the request is to paint the hallway walls and ceiling (\$3,270) and remove the existing broadloom carpet and install nylon carpet tiles (\$3,250). The project is recommended by the CIPC. John made a motion, seconded by Greg, to include \$8,000 for the project in the FY19 budget. The vote on the motion was unanimous in the affirmative. The identical motion for the Finance Committee was made by Sandy, seconded by Peter, and approved on a vote of 5 in favor and 0 opposed.
- Flooring at Fire and Police Stations: The CIPC has recommended the project to replace flooring in the Fire Chief's office, Fire radio room, and the front office and rear meeting room of the Police Station. Greg made a motion, seconded by John, to include \$16,000 for the project in the FY19 budget. The motion was approved by a vote of 2 in favor and 1 opposed. The identical motion for the Finance Committee was made by Peter, seconded by Timmie, and approved on a vote of 4 in favor and 1 opposed.
- Gill Elementary Double Door Entryway: Improved building security was cited as a primary reason to fund this project to construct a second set of double doors in the entry hallway at the school. Concerns were raised about unknown changes to heat flow in the building by blocking off the hallway with doors that extend from floor to ceiling. It was also pointed out the request is for \$20,000 but the doors themselves have been quoted at \$10,450. The topic will be brought back for the 5/31 meeting when it is hoped some of the questions will have answers.
- Building Management System at Turners Falls High School: Gill would have a 10% share of this \$80,000 project to replace the computer, software, and some of the failed controllers and actuators in the school's HVAC system. Greg made a motion, seconded by John, to include \$8,000 for the project in the FY19 budget. The vote was unanimous in the affirmative. The identical motion for the Finance Committee was made by Tupper, seconded by Sandy, and approved on a vote of 5 in favor and 0 opposed.
- Roof Replacement at Gill Elementary School: Ray will notify Joanne Blier of the GMRSD of the Town's intent to wait until the project is accepted by the MSBA before appropriating any funds for the feasibility study and schematic design.

Adjournment: The Selectboard and Finance Committee adjourned their meetings at 7:40 PM.

Minutes respectfully submitted by Ray Purington, Administrative Assistant.

Signed copy on file. Approved on 07/23/2018

Greg Snedeker, Selectboard Clerk

Adopted by the Finance Committee in lieu of separate Finance Committee minutes on _____.