

**MINUTES**  
**Governance Committee**  
**10/14/2014 @ 7:30am**

Meeting called to order at 7:40am

Members Present: Chairman Stephen Gray, John Cotter, and Jim Grimes

Absent: Jack Angley

Staff: Michael Milanoski, Michele Doll

**Approval of minutes from October 14<sup>th</sup> meeting**

*Motion to approve as amended by Cotter. Grimes 2<sup>nd</sup>. Unanimous.*

**Discussion on Board and Committee Stipends: Planning Board**

There has been no contact from Planning Board representative, e-mail was sent to Town Planner to advise Chairman that item was being removed from future agendas.

*Members unanimously agree to close out discussions on Committee stipends.*

**Update from OPEB Committee**

OPEB Committee Chairman, Stephen Pratt, will present at October 28<sup>th</sup> meeting. **Milanoski** – FinCom moving forward in trying to fully quantify health insurance needs. OPEB is directly affected by health insurance costs. Statewide problem, Town cannot afford the benefits that are being offered. Newly approved DPW contract, has all new hires with a 50% Town contribution, existing employees will remain at 75%. Hoping to move other Unions forward with same negotiated costs. Distinction with Police/Fire as the Town can go straight to arbitration. Town Meeting will be asked for support of arbitrator decision, however may be rejected as too costly. **Cotter** – will we be able to motion for alternate solution? **Milanoski** – there is no obligation. Can be brought back to parties to find way to accept. **Cotter** – What about retirees. **Milanoski** – Town is required to provide retirement healthcare, but has no obligation to fund. Gateway looking to change Supplemental Insurance to Medex 3 which will reduce rates. Estimated net savings is \$250,000/yr which would go directly to OPEB Trust fund with small portion to a ‘Hold Harmless’ account. Everybody needs to be educated on all options; Town needs to be 50/50 on contributions across the Board. **Cotter** – cost restructuring savings need to be allocated for Trust Fund only. 2013 savings were absorbed into operational budget. **Gray** – will changes be ready to present at Town Meeting? **Milanoski** – Yes. FinCom has hired consultant to go over pros and cons. Need to change before December or ask Gateway to extend. BoS is drafting policy for review by FinCom, OPEB and Governance Committee.

**Discussion relative to Carver Housing and South Shore Housing water and maintenance issues**

Hunter advised Chairman, camera was sent down. Have not been updated on findings. **Cotter** – need to push short-term repair until Town can apply for Grant. Request update from Hunter at next meeting.

**Discussion relative to creating an Annual Budget Time Table Bylaw**

**Cotter** - Finance Committee presented to BoS. Overlaid TA proposed time table with recommendations. Departments need to meet time frames. **Milanoski** – need to have balanced budget on January 15. Monitor process and memorialize into Town By-laws. **Cotter** – has had discussions with School Superintendent and she is on board with getting done earlier.

*Motion to approve proposed Annual Budget Time Table as policy for FY15 as amended by Cotter. Grimes 2<sup>nd</sup>. Unanimous.*

**Discussion relative to creation of Town IT Department for FY16**

Tabled until next meeting

### **Discussion relative to roles of Capital Outlay and Finance Committees**

**Grimes** – Both committees do great job, should be working together. Capital Outlay determines priority based on what Town can afford. **Cotter** – Bylaws define rules of Capital Outlay. They do not ask for input from FinCom or recommend methods of finance. **Grimes** – In the past FinCom had difficulty getting a quorum. They are the heart and soul of the Town and need to know where money is coming from. Two committees should not be separate. Need to discuss making Capital Outlay a part of FinCom. **Cotter** – the two are intertwined and should work together. **Grimes** – Outlay has done a good job, but the separation has become awkward. **Milanoski** – merge the two committees to one. **Gray** – what are the advantages? **Cotter** – Knowledge sharing. Better capable to meet hard deadlines. **Gray** – structure is in place? Milanoski – some of John's concerns have been defined with the forced budget. **Cotter** – allows for free flowing financial information which was not there before. **Milanoski** – look into a merger. Survey each committee on what they are doing. Review by-laws. Look at all committees.

### **Discussion relative to fill vacancy on Governance Committee**

**Gray** – need to keep the board balanced for political purposes. **Grimes** – would like to advocate for citizen participation. Have an open meeting with the BoS to gain information for the citizens.

Next meeting will be Tuesday, October 28<sup>th</sup> at 7:30am.

Motion to adjourn at 10:10 by Grimes. Cotter 2<sup>nd</sup>. Unanimous.