



CARVER FINANCE COMMITTEE MINUTES OF FEBRUARY 10, 2020 MEETING

Present: Alan Germain; Chairman, Kathryn Bandzul; Vice Chairman, Members: George Callahan, Patrick Meagher, Bill Duggan, Elizabeth Sulger, Patrick Kenneally, Marie Zweigman, Adam Holmes, Michael Milanoski, Town Administrator and Recording Secretary Marianne MacLeod.

Absent: Kevin Sullivan.

Chairman Germain opened the meeting at 7:00 p.m. with the Pledge of Allegiance.

Meeting will be recorded by Area 58.

Public Comment:

None.

Town Administrator update:

Mr. Milanoski went through the budget, department by department, and the committee will vote on each to bring to the Select Board in a joint meeting.

Ms. Bandzul made a Motion to send the Moderator Salary and Operating budget to the Select Board, seconded by Ms. Zweigman, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Selectman/Town Administrator Salary and Operating budget to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Miscellaneous Town-wide budget to the Select Board, seconded by Ms. Sulger, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Finance Committee Salary & Operating budget to the Select Board, seconded by Ms. Zweigman, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Finance Department Salary and Operating budget to the Select Board, seconded by Ms. Sulger, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Legal Services Operating budget to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Capital Outlay Salary and Operating Budget to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Police Department Salary and Operating Budget to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul asked about the aerial equipment that the Deputy Chief spoke about during his presentation and the fact that they would purchase one if it was a good price; she feels it should go before Town Meeting, voted and then they could look for the piece of equipment. Mr. Milanoski explained that this piece of equipment is a "need" not a "want" and it's important to take advantage of a good price for it. It has been on the long-term forecast and keeps getting pushed out.

Ms. Bandzul made a Motion to send the Fire Department Salary and Operating Budget to the Select Board, seconded by Mr. Callahan, voted and passed 8-0-1 with Ms. Sulger abstaining.

Ms. Bandzul made a Motion to send the EMS Department Salary and Operating Budget to the Select Board, seconded by Ms. Zweigman, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Community Living Salary and Operating Budget to the Select Board, seconded by Ms. Sulger, voted and passed 8-0-1 with Ms. Zweigman abstaining.

Ms. Bandzul made a Motion to send the Veteran's Benefits Operating Budget to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Historic Commission and the Historic District Commission Operating Budgets to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul made a Motion to send the Employee Benefits Operating Budget to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Ms. Bandzul asked Mr. Milanoski how many people in Public Safety are covered by Town Health Insurance. He said he believes 4 employees in the Fire Department; Police is all but two. He will research this for the next meeting.

Mr. Milanoski shared that the Town got awarded the Greens Community Grant. Throughout the Town, energy-deficient areas will be addressed with betterments.

He also shared that the Town received a \$99,000 grant for the town-wide radio tower system, which was applied for by the Fire Department.

At the North Carver Water District, they upgraded the new generator, which was done with a grant from the State. They will auction off the old generator.

Budget presentations with Town Clerk and Planning Department (PEP), with Committee vote to send to Select Board.

Town Clerk:

Kara Dahill, Town Clerk, came before the Committee. She first gave an overview of the office staffing issues and the fact that there are consultants available, especially to help with upcoming elections. She had all her experienced staff when putting the budget together, but they have since left and new staff has been hired. Early voting is the last week of February, which will cost approximately \$6,000 and will be funded by the State. It will happen again in October for two weeks. She's hoping to lease a poll pad for October at a cost of approximately \$1,000. The training that is needed right now is specifically for the operations of the Town Clerk. The consultant is Ms. Parker, who just retired from the Town of Rochester, and who was at tonight's meeting. She explained some of the issues the clerk's office is facing. Mr. Germain asked Ms. Dahill what would be on her "wish list" if money were no object. Ms. Dahill said she'd love to get new voting machines for the Town. They're about \$20,000 for three new machines.

Ms. Bandzul made a Motion to approve the Town Clerks and Election Registration Salary and Budget to the Select Board, seconded by Ms. Zweigman, voted and passed 9-0-0.

Mr. Germain thanked Ms. Dahill for coming before the Committee.

Planning Department:

Jim Walsh, Director of Planning came before the Committee. He is presenting a pretty much level-funded budget. He explained that approximately \$40,000 was appropriated at last year's Town Meeting for tracking software. He explained how the software would work and is looking forward to using it, as it will streamline a lot of work the Department does. Mr. Germain asked Mr. Walsh what would be on his "wish list" if money were no object. Mr. Walsh would love to update the Open Space/Recreation Plan from 2012. An updated Plan would help with state grants to supplement the budget. He would also like a 19-hour 'inspector person'. He would like to have an updated printer/scanner. There are other components that could be added to the permitting software to integrate with other town departments. Next year's budget will include a licensing budget for the new software program.

Ms. Bandzul made a Motion to approve the Salary and Operating Budget of the Planning, Environment and Permitting Department to send to the Select Board, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Mr. Germain thanked Mr. Walsh for coming before the Committee.

Discussion and possible vote: Town of Carver Grant Program adjusting deadlines for application, updating process.

Ms. Bandzul made a Motion to table the Grant Program updates to a future meeting, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

CMWRRD: Discussion on Covanta on end of subsidy funding, Invitation to SB member Bob Belbin to 03-16 or 23, 2020 meeting to review finances and impact to town budget with formal request for business plan for review prior to meeting.

Mr. Milanoski gave an overview of the CMWRRD agreement that was put together years ago. That contract ends at the end of 2020, due to the landfill being at capacity. The District voted 5-3 to cease operations on December 31, 2020. There are three representatives from Carver. He explained the future expenses the Town will incur. There is a need for options for the townspeople. Mr. Germain would like all three representatives to come to a meeting to answer questions. Ms. Bandzul made a Motion to invite Carver's representatives Bob Belbin, John Cotter and William Duggan to the Finance Committee meeting on February 24th at 7:30 to discuss the CMWRRD to review the finances of the district, seconded by Ms. Zweigman, voted and passed unanimously 9-0-0.

Annual MMA legislative breakfast meeting Friday March 6, 2020 8 to 10 AM Carver Fire Station.

Ms. Bandzul has already registered for the MMA legislative breakfast at the Carver Fire Station. It is free and starts at 8:00 a.m.

Read and approve minutes of January 27, 2020 meeting.

Ms. Bandzul made a Motion to approve the minutes as written, seconded by Mr. Callahan, voted and passed 8-0-1, with Mr. Kenneally abstaining because he wasn't present at this meeting.

Annual Discriminatory Harassment Policy Statement and Acknowledgement.

Mr. Germain handed these out for everyone to review and sign and return the last page to him.

Committee member comments:

Mr. Germain shared this coming Wednesday, February 12, 2020 at 6:00 p.m., Old Colony has their budget presentation, and it is open to anyone on the Finance Committee.

Next meeting date and time: February 24, 2020; joint meeting with Select Board on March 3, 2020.

Ms. Bandzul made a Motion to adjourn, seconded by Mr. Callahan, voted and passed unanimously 9-0-0.

Respectfully submitted,

Marianne MacLeod
Recording Secretary