

**TOWN OF LAKEVILLE**  
**Selectmen's Meeting Minutes**  
**May 13, 2015 – 7:00 PM**

On May 13, 2015, the Board of Selectmen held a meeting at 7:00 PM at the Town Office Building in Lakeville. The meeting was called to order by Chairman Burke at 7:02 PM. Selectmen present were: Selectman Burke, Selectman Hollenbeck and Selectman Powderly. Also present were: Rita Garbitt, Town Administrator, Cynthia McRae, Town Accountant and Christine Weston, Recording Secretary. LakeCAM was recording the meeting.

Michael Petruzzo, Finance Committee Chairman, called the Finance Committee meeting to order at 7:03 PM. Members present included: Maureen Candito, Joseph Flemming, Michael Petruzzo and George Vlahopoulos.

**Discuss FY16 Budget Requests and Review FY16 Budget Summary**

Selectman Hollenbeck stated that all the personnel requests have been incorporated in the budget. Some items have been put into the Selectmen's budget in order to keep personnel costs in one (1) area instead of splitting them up. Free cash has been certified at \$903,000 and that helps to balance the budget. \$183,000 will be moved to Stabilization since it has been "pre used". A handout was distributed titled, "What the FY16 Budget is Giving us". There is an increase of \$1,354,294 (5.6%) over FY15. It listed the following:

Increase for Schools (including \$300,000 for Old Colony)	= \$633,300
One (1) Police Officer (Wages + Benefits)	= \$ 90,000
One (1) Firefighter/Paramedic (Wages + Benefits)	= \$ 90,000
Two (2) Full time Clerical positions (Wages + Benefits)	= \$116,000
Police Dispatcher	= \$ 30,000
Veterans Benefits	= \$ 90,000
(the town is reimbursed 75% the following year)	
Pension Increase	= \$ 70,000
TO/FS (Town Office/Fire Station) Upgrade of	
Technology and Repairs and Maintenance	= \$105,000
Raises and Steps 89 Town Employees	= \$100,000

Selectman Hollenbeck distributed a handout depicting the items for consideration. The first paragraph totaled \$1,270,842 and they are as follows:

Reimbursement from City of Taunton for FY15 Water Tower Debt	= \$218,040
Reimbursement from City of Taunton for FY16 Water Town Debt	= \$217,802
Reimbursement from Region for FY14 Assessment in FY15	= \$100,000
Sale of Howland Road Property less \$125,000 outstanding debt	= \$635,000
Water Betterments transferred back to Water Enterprise	= \$100,000 plus

Additionally are the following which totals \$19,177:

Reducing hours for Assessors Clerk from 37 to 30;

Town Accountant asking for Assistant Town Accountant;  
COA Director asking for Reclassification for Administrative Assistant;  
Additional Hours for Library Employees (related to the population and growth in Town)

Selectman Hollenbeck said there are also expected for monies for Island Terrace for their Building Permits.

Selectman Powderly stated that he was fine with the summary of where the \$1,324,300 would be spent. The Veterans Benefits is somewhat a wash. He asked how much repairs and maintenance were. Selectman Hollenbeck responded \$70,000. Selectman Powderly stated that he did not have a lot of detailed questions since the summary was well done. Since he had just received the information tonight, he will need time to compare it. There are a lot of what if's such as the water tower, the sale of the Howland Road property, etc. Maybe they should be floated into Stabilization, unless they are received prior to Town Meeting. It would be good to see the Howland Road property sold and to either pay off the Ted Williams debt or the ambulance.

Ms. Garbitt reviewed the Assistant Town Accountant position. If it is approved, it would be a new position, but it is not known whether it would be a union position. Selectman Powderly indicated that the Selectmen were not going to put the \$19,177 worth of items in the budget. Selectman Hollenbeck responded that that was correct. The Town is now hearing from the Region that they need an additional \$19,000. Selectman Powderly noted that the 5.6% figure is a lot higher than the 2.5%. Selectman Hollenbeck stated that there was money going into Debt Service Stabilization in the amount of \$300,000 and \$100,000 for Other Post Employee Benefits (OPEB). The big shock was the Old Colony assessment of \$300,000. Ms. Garbitt noted that her two (2) numbers for debt from last year do not agree with Fred Baker's numbers.

Ms. Candito stated that it is interesting that the Library is required to have three (3) people at all times, while the Police Department only has two (2) Officers to watch the entire Town. Ms. Garbitt stated that Richard LaCamera, Library Trustee, had asked about adding hours for the Library if at all possible. Ms. Hollenbeck explained that the plan for the Library is to increase the hours when the population is at 15,000. Chairman Burke stated that the difference is \$6,000, which is not \$90,000. The Library Trustees do frequently fill in at the Library. Their grant funding is according to a formula of how much they spend in certain areas. The more hours they have, the more they need to spend in particular areas. As their budget is increased, it does make it harder for them to meet the necessary expectations. However, they should be open an additional two (2) more hours. Selectman Powderly stated that the Library has a budget of \$319,469, which includes the additional two (2) hours. Discussion took place on the Library budget for clarification purposes. It was explained that the additional hours to a Library employee would be going to someone that already has benefits, so no additional benefit costs would be taking place. Selectman Powderly stated that if the additional hours muddles things up for the Library, then they need to let the Selectmen know this. Chairman Burke stated that if the Selectmen want to have the Library open more, then do it and forget about the calculations. Selectman Powderly stated that the Trustees need to know that they should continue applying for their grants and reimbursements. Ms. Garbitt stated that the Library uses the grant money to buy

the periodicals and other items that they need. The funds can be left it in the Library account, subject to it not making a big change to the Library budget.

Chairman Burke stated that the position at the Assessor's Office should remain as it is, since a study is being done regarding the workforce needs of that Department. Ms. Garbitt stated that the Town Accountant and Council on Aging Director would like to plan what will be taking place in their Departments. Chairman Burke stated that that will be taken into consideration.

Page 18 was then reviewed. Ms. Garbitt stated that there was one (1) change that did not make it onto the budget summary, which was the additional request for \$6,500 for the Assessors. She asked if everyone had agreed to increase their budget, and \$300 was to be included for postage. If the Selectmen want to increase it then that amount needs to be included. Selectman Powderly stated that was for the Assessors re-evaluations. Ms. Garbitt will increase their budget by \$6,800 and reduce the motor vehicle line. The debt service will be a few thousand less for the School. The actual amount for estimated receipts is \$111,000 higher than what was estimated. Selectman Powderly noted that Cold Storage is in there for building permit fees, not Island Terrace. That is a potential fee. Selectman Hollenbeck stated that the Town is looking at \$225,000 of debt service that will not be in the budget next year for the Water Tower. Selectman Powderly asked questions on the licenses and permits. It was noted that licenses and permits are approximately \$300,000; the actuals were a little lower in FY14. Gun permits are approximately \$33,000. Ms. Garbitt explained that 50% of the gun permit fee is sent to the State.

On Page 95, Selectman Hollenbeck reviewed the revenues for the Park Department Enterprise account. The Park Commissioners have asked for a \$25,000 subsidy, and that amount has not been included. They have \$63,000 in retained earnings and will use a portion of that to finish the fields and for their subsidy, which the Selectmen are not going to give them. There has not been a vote to tell them that. They will fix the bathrooms at Jon Paun in the amount of \$34,000 and will receive approximately \$20,000 for the loam that they have. Chairman Burke stated that he never received the business plan from the Park Commission that he had asked for repeatedly. Ms. Candito expressed her concern that they haven't done anything for two (2) years. Ms. Garbitt stated that they did go back and show how things have grown and have done some projections. Chairman Burke stated that with an unwritten, informal plan they have made forward progress. He added that he didn't think an Enterprise Account should operate with a subsidy, and that includes the Transfer Station. Loon Pond Lodge is a great asset to the community, and it is hoped to see it succeed, that is why the Town wanted to help them. However, if they are an Enterprise Account, then they need to be an Enterprise Account. Selectman Hollenbeck disagreed that they need the subsidy. Chairman Burke stated that they also have not solved the \$190,000 debt, which was the whole point to begin with. Selectman Hollenbeck stated that the Town is already putting in \$190,000 for them, so to put in another \$25,000, she does not agree with that. Selectman Powderly stated that he believed that the Parks have to be self-sufficient, so if the children have to pay \$5 to make that up, then that is the case. They need to have the proper mowers and enough to pay for the fertilizing of the fields. Selectman Hollenbeck stated that their Operating Revenue should be self-sufficient, but it is understood that the infrastructure and capital projects they would have difficulty with. They need the resources beyond what they can generate themselves. Chairman Petruzzio stated that he agreed with Selectman Hollenbeck. Selectman Powderly stated that if the capital is \$190,000,

plus \$200,000 to pave a road through the Park, then the Town is really not giving the Schools so much. Chairman Burke stated that that is a great point. Last year the Park Commission wanted to pave Precinct Street to Route 18. The Capital Expenditures Committee told them that to pay for the “sins of the past” with the bond coming up, the answer was no. Then the Park Commission put forward a warrant article for it to go to Town Meeting for the voters to approve. There is a process to this and the more quickly people can follow the same protocol and understand how we have to balance all of this, the better it will flow. If items are unilaterally voted in, then there goes a Police Officer and a Firefighter.

Ms. Garbitt explained that they were able to reduce the subsidy of \$138,000 by \$22,000 for the Landfill/Transfer Station. They are doing very well with revenues for trash bags and taking out an administrative person. However, the question is should this continue to be an Enterprise Account or just a Town Department. If changes are made, then that needs to be voted at Town Meeting. Chairman Burke asked if the Selectmen and Finance Committee wanted to maintain the Transfer Station knowing it will cost the Town a sum of money each year, or should the Transfer Station be closed. Discussions have taken place with SEMASS, since they are charging the Town \$95 a ton. The going rate elsewhere is \$55 a ton, so the Town is paying almost double what it should be paying. SEMASS has stated that that they will not renegotiate the contract. Even through discussion with Town Counsel, it is not known if the contract can be breached or what the potential liability would be. If the Town did breach the contract, it could be in potential litigation for five (5) years or more. However, is it worth it to do that with potential legal fees? The cost per ton is impacting the Towns budget negatively, and the Town has another five (5) years left in the contract.

Selectman Powderly stated that he had been asking around about what other Towns charge for permits. The Town of Plymouth charges \$150, and Lakeville only charges \$50. Seniors in Plymouth pay half that amount, \$75. Ms. Garbitt stated that the Town also has the grant from DEP that is taking place. That report should be coming back soon with suggestions on how to generate more revenue and other comparisons to help show where efficiencies can be made. The full time employee is talking about retiring, so that is another opportunity to look at employees there. Chairman Burke stated that it is only about \$40 a year to go to curbside. At some point it needs to be determined which way is best. Ms. McRae asked where then would the bulky waste go. Chairman Burke stated that the Town will need something, and the Town should provide services of certain things. A bulk waste facility versus a transfer station, the cost is much less. Ms. Garbitt stated that the report should be in by June 30<sup>th</sup>.

Selectman Hollenbeck stated that another request in the Town Clerk’s budget is to elevate the Clerk position in the office to Level 2 rather than a Level 1. This would be an increase of approximately \$1,100 a year. This is what Ms. Drane came up with versus having an Assistant Town Clerk. Chairman Burke stated that this is creating a new position. There is a Town Clerk and an Assistant Town Clerk position. Their office would be saving \$12,000 a year to have a Clerk rather than an Assistant Town Clerk. The level increase for the Clerk would be .53 cents more an hour. Ms. Drane will post the position in house for a week, then advertise. The Selectmen and the Finance Committee agreed on this.

Chairman Petruzzo asked for clarification on Old Colony. Selectman Hollenbeck explained that \$172,000 was for our local contribution. There was a shift in the number of students attending. The cost is \$13,000 a student and seven (7) students were added. Chairman Petruzzo stated that when others Town's student numbers decrease, that is averaged into what Lakeville pays.

Ms. Garbitt stated that by next week she will have made all the changes. Then the Selectmen and Finance Committee can go page by page and vote on what they want to approve by Department. The Selectmen need to decide on Free Cash. It seems pretty positive about the sale of the Water Tower and transferring the State Revolving Fund loan with the State to Taunton. Bond Counsel is trying to work this all out. Selectman Powderly asked if the tax revenue was the full amount for Island Terrace or if they received a reduction. Ms. Garbitt stated that they are taxed like everyone else.

### **Review FY15 Transfers for Special Town Meeting**

Ms. Garbitt stated that the FY15 Transfer for Special Town Meeting have not changed since the last meeting. The Town has not yet heard about the snow storm reimbursement from FEMA. An update will be provided at the next budget meeting.

### **New Business**

Selectman Hollenbeck stated that she would like to provide an update on the Regional Schools. They want an additional Kindergarten Teacher, and the Regional School Committee will vote on this on May 27<sup>th</sup>. The additional amount for Lakeville would be \$20,000.

### **Adjournment**

Upon a motion made by Ms. Candito; seconded by Mr. Vlahopoulos it was:

VOTED: That the Finance Committee adjourn their meeting at 8:32 PM.  
Unanimous in favor.

At 8:33 PM, upon a motion made by Selectman Burke seconded by Selectman Hollenbeck it was:

VOTED: To enter Executive Session and not return to Open Session pursuant to M.G.L. c.30A, §21 (a) (3) to discuss strategy with respect to pending and potential litigation, if an open meeting may have a detrimental effect on the litigating position of the public body, and the Chair so declared.  
Polled vote: Selectman Hollenbeck – aye, Selectman Burke – aye and Selectman Powderly – aye.

### **List of documents provided at the meeting**

1. What the FY16 Budget is Giving us

2. Items for Consideration
3. Updated budget pages, 1, 2, 3, 4, 12, 35, 36, 42, 43, 59, 95, 96, and 105
4. Estimated Actual as of 5-31-15 from Town Accountant
5. Plymouth County Contributory Retirement System actuarial valuation as of January 1, 2013
6. Estimated and historical revenue provided by the Town Accountant
7. FY2005 –FY2015 Multi-Year Report updated 5/2013 from the Town Accountant