

TOWN OF WRENTHAM
COMMONWEALTH OF MASSACHUSETTS

REPORT AND RECOMMENDATIONS

of the

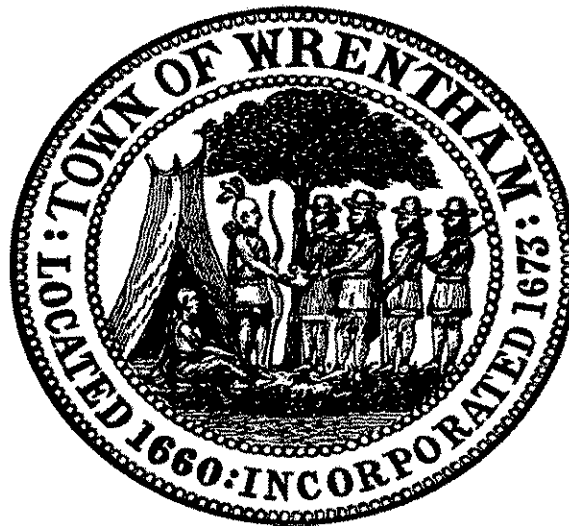
FINANCE COMMITTEE

for the

Special Town Meeting

Tuesday, November 12, 2013

King Philip High School
Wrentham, Massachusetts



Submitted by the Wrentham Finance Committee
Jerome McGovern, Chair; Andrea Sweed, Secretary;
Ken Arnold, Marjorie Immonen, Mark Keilen, Arthur Robison, and Kelly Williams,
Members

Town of Wrentham, Massachusetts
Motions and Recommendations of the Finance Committee
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A recap of the recommendations and the funding sources is listed in the table on the last page of this report.

Article 3: Move that the Town vote to authorize the Board of Selectmen to lease a portion of the property known as the Knuckup Hill Water Tank site, Assessors Map L-08, Block 4, Parcel 30, consisting of 17.96 acres, more or less, for purposes of installing a multi-carrier wireless communication monopole facility and related access and improvements, on such terms and conditions as the Board of Selectmen shall determine, for a term of up to 20 years, and further to authorize the Board of Selectmen to convey such non-exclusive easements as may be necessary to provide electric and telephone utilities to serve that facility, or take any other action relative thereto. This authorization shall lapse if a lease is not executed before December 1, 2016.

Discussion: This article provides the Board of Selectmen the authorization required by Massachusetts General Law to lease town owned property to a private enterprise. This specific authorization would allow for a communications carrier to install a communications tower on town owned land immediately adjacent to the town's water tank on Knuckup Hill. Such a tower would provide two benefits for the town. First, it would generate an annual revenue stream. Second, and perhaps more importantly, it would significantly improve the town's communications capability for public safety communications as well as the department of public works. Any lease agreement, which would still need to be negotiated after approval of this article, would require the carrier to allow for installation of equipment that improves public safety communications to the west end of town as well as current dead spots on Route 1. For public works it would improve the water department's system for monitoring the conditions of the town's water supply in its tanks. Approval of this article requires a 2/3 majority vote.

The Finance Committee recommends that the Town vote to approve Article 3.

Article 4: Move that the Town vote to authorize the Board of Selectmen to lease a portion of the property known as the William A. Rice Complex, at 54 Emerald Street, Assessors Map M-11, Block 7, Parcel 4, consisting of 80.49 acres, more or less, for purposes of constructing and operating recreational facilities for public and private use, and further to authorize the Board of Selectmen to convey such non-exclusive easements as may be necessary to provide access and utilities to serve such facilities, or take any other action relative thereto. This authorization shall lapse if a lease is not executed before December 1, 2016.

Discussion: This article provides the Board of Selectmen the authorization required by Massachusetts General Law to lease town owned property to a private enterprise. This specific authorization would allow for lease related to approximately 6-8 acres of land in the southeast corner of the Rice Complex. At least one private enterprise has expressed an interest in leasing this land in order to build and maintain two or more multi-purpose turf athletic fields. Approval of this article would allow the Town to consider a request for proposal and formalize the details of a lease agreement. Any such agreement would establish a field sharing agreement between the private enterprise and the Town. This would be very beneficial towards providing additional fields for Town use and enabling additional revenue generating opportunities at the Rice Complex. Approval of this article requires a 2/3 majority vote.

The Finance Committee recommends that the Town vote to approve Article 4.

Article 6: Move that the Town vote to appropriate by transfer from unappropriated funds in the treasury the sum of \$135,257 to supplement the current Fiscal Year 2014 operating budgets, said sum to be distributed as follows:

Account	Amount	Discussion
To Town Clerk Salary	\$3,200	This amount is requested to cover election worker salaries for two unexpected elections (scheduled for December and January) to fill the vacant state representative seat for our district.
To Town Clerk Expenses	\$3,635	\$2,350 of this amount is requested to cover expenses for the two unexpected elections. \$1,285 is requested to contract for a service to establish an automated tracking system for town appointments to boards and committees, as well as the ethics training and other statutory management requirements of those appointments.
To Police Salary	\$41,068	This amount is requested to hire a new police officer in FY2014 to replace an officer that will retire at the beginning of FY2015 (July 2014). The lead time to hire a new officer and have that officer ready for service due to training requirements can take as long as 6-8 months. The Police Department has asked to start this now so that there will be little or no gap in staffing upon the next officer's retirement.

To Police Expenses	\$16,560	This amount is requested to replace 20 ballistic vests and carriers. This vests need to be replaced every five years and the current vests are all at least five years old. The amount requested will be reimbursed to the Town by the Dept. of Justice and the Office of Public Safety after the Town makes the purchase.
To Fire Salary	\$22,000	This amount is required to cover collective bargaining retirement payouts for three retiring fire fighters. The payouts are for unused vacation, sick and longevity time accrued.
To Building Department Salary	\$8,693	This amount is required to cover retirement payouts for the recently retired building inspector.
To Building Department Expenses	\$2,057	This amount is requested to purchase a new computer for the new building commissioner. The previous office holder did not have a computer.
To Public Health Expenses	\$500	This amount is requested for the purchase of additional flu vaccine for residents.
To Department of Public Works Salary	\$20,779	This amount is required to cover the recently negotiated contractual raise for DPW union workers. Since the raise of 2% was finalized after the fiscal year began, it was not included in the FY2014 budget.
To Department of Public Works Expenses –Public Buildings Maintenance (Library)	\$6,765	This amount is requested to repair damage in the Fiske Library due to leaking skylights. The skylights were repaired earlier this year. But damage to the interior of the library was delayed long enough to ensure that the skylight repairs were properly accomplished. The requested amount covers the cost of replacing dry wall, repainting and mitigating other structural damage.
To Insurance and Employee Benefits	\$10,000	This amount is required to ensure that the Treasurer/Collector has enough flexibility in the Flexible Spending Accounts (FSA) to cover employees who may have insurance claims before their annual deductions have fully replenished their accounts.

The Finance Committee recommends that the Town vote to approve Article 6.

Article 7: Move that the Town vote to appropriate from unappropriated funds in the treasury the sum of \$143,000, said sum to be allocated to FY2014 capital requirements as follows:

Requirement	Amount	Discussion
For the replacement of two Police Department vehicles	\$68,000	This funding is required to replace two vehicles and to maintain our annual cycle of replacements.
For the replacement of the Fire Department Brush Truck	\$34,000	This funding is required to replace a 1954 vehicle used for brush fires and blasting details.
For a single vehicle replacement for the Building Department	\$25,000	This funding is required to replace two aging vehicles with one SUV type of vehicle that would be more appropriate for inspections on development sites.
For a single vehicle replacement for the Public Health Nurses	\$16,000	This vehicle is to replace an eight year old, hard to maintain vehicle for the Public Health Nurses when making home visits.

Said sum to be expended under the direction of the Board of Selectmen.

The Finance Committee recommends that the Town vote to approve Article 7.

Article 8: Move that the Town vote to make the following changes to the Personnel By-Laws Salary Schedule

Position	Change	To
Town Planner	Maximum Salary of \$43.00 per hour	Maximum Salary of \$46.00 per hour

Discussion: The Planner's approved 2% raise for FY2014 requires an increase to the salary schedule for her to receive the raise. This recommendation was unanimously recommended by the Personnel Board.

The Finance Committee recommends that the Town vote to approve Article 8.

Article 9: Move that Town vote to indefinitely postpone Article 9.

Discussion: Within the FY2014 operating budget the Town appropriated funding to do a comprehensive salary schedule review of all non-union positions covered under the Personnel By-laws salary schedule. This position cited in Article 9 is to be addressed by the salary schedule review and it's the recommendation that action be postponed until that review is finalized and recommendations incorporated by the Personnel Board.

The Finance Committee recommends that the Town vote to indefinitely postpone Article 9.

Article 15: Move that the Town vote to appropriate from unappropriated funds in the treasury the sum of \$200,000 to be allocated to the Town Capital Stabilization fund.

Discussion: The appropriation of Free Cash to the Municipal Capital Stabilization fund is part of the long term strategy to meet the capital requirements challenges. The intent is to make this fund strong enough to meet capital requirements that cannot be supported by annual Free Cash appropriations, rather than defer those requirements until they reach a critical point of failure.

The Finance Committee recommends that the Town vote to approve Article 15.

Recap of FINCOM Recommendations

	Description	Amount	Source	Recommendation
1	VOY			
2	Reports			
3	Knuckup Hill Lease		NA	Approve
4	Rice Field Turf Complex		NA	Approve
5	Charter			
6	<i>Supplementals</i>			Approve
	Town Clerk Salaries - Election	\$3,200	Free Cash	Approve
	Town Clerk Expenses (Elections, Tracking System)	\$3,635	Free Cash	Approve
	Police Salaries - Retirement Replacement	\$41,068	Free Cash	Approve
	Police Vests and Carriers	\$16,560	Free Cash	Approve
	Fire Salaries - Retirement Payouts	\$22,000	Free Cash	Approve
	Bldg Dept Salaries - Retirement Payout	\$8,693	Free Cash	Approve
	Bldg Department Expenses - Computer	\$2,057	Free Cash	Approve
	Public Health Nurses Expenses - Flu Vaccine	\$500	Free Cash	Approve
	DPW Salaries - Contract Raises	\$20,779	Free Cash	Approve
	DPW Expenses, Maintenance - Library Repairs	\$6,765	Free Cash	Approve
	Insurance - FSA Shortage	\$10,000	Free Cash	Approve
	Sub Total	\$135,257	Free Cash	Approve
7	<i>Capital</i>			
	2 Police Vehicles	\$68,000	Free Cash	Approve
	Fire Brush Truck	\$34,000	Free Cash	Approve
	Building Dept Vehicle	\$25,000	Free Cash	Approve
	Public Health Nurse Vehicle	\$16,000	Free Cash	Approve
	Sub Total	\$143,000	Free Cash	Approve
8	Personnel By Law Salary, Planner		NA	Approve
9	Personnel By Law Salary, Library		NA	Indefinitely Postpone
10	Zoning			
11	Zoning			
12	Zoning			
13	General By Laws			
14	General By Laws			
15	Stabilization	\$200,000	Free Cash	Approve

Total Requests	\$478,257
Available Free Cash	\$1,489,221
Remaining Free Cash	\$1,010,964