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TOWN OF NORTON  
FINANCE COMMITTEE  
Municipal Center – Selectmen’s Conference Room

APRIL 24, 2019  
7:00 P.M.

MINUTES

**I. 7:00 P.M. Call to Order**

The April 24, 2019 meeting of the Finance Committee was held in the Board of Selectmen’s Room and was called to order beginning with the Pledge of Allegiance at 7:00 P.M., by Mr. William Rotondi, Chairman.

Members Present:

Mr. Tom DeLuca, Mr. Richard Dorney, Mr. Paul Helmreich, Ms Aimee Sawyer, Mr. Aaron Smith, and Bonnie Yezukevich.

Absent: Mr. Peter Carignan, Mr. Stephen Evans, Mr. Mike Fiore, Mr. Walter Eykel,

Also in attendance was Mr. Yunits, Town Manager

**II. New Business**

**Recap of Local Receipts**

**FY20 Estimating Revenues and Expenditures (04-24-19)** – reflects updated estimates

**FY 20 Operating Budget Worksheet (04-24-19)**

**FY Proposed Budget Graphics**

**May 2019 STM Score Sheet**

**MAY 2019 STM Warrant (Posted 04-23-19)**

**May 2019 ATM Score Sheet**

Mr. Yunits presented the above documents and reviewed them.

**May 2019 Special Town Meeting Articles:**

**Article 2** – Separation expenses. Town Manager recommends “No Action” on this Article.

Mr. DeLuca made motion of “No Action” on Article 2 of Special Town Meeting

Mr. Helmreich seconded

Unanimous

**Article 3** – FY19 Operating Budget Supplements not ready yet per Mr. Yunits. This will be reviewed next Monday.

Mr. Long asked for an explanation of the Recreation \$16,000 increase? It was explained that this is for much needed repair at the Everett Leonard Park and Edith Read Property.

Ms Sawyer asked if there were any plans for tree work at Edith Read? Mr. Yunits said he would look into this.

Mr. Helmreich made a motion to adjourn the Public Hearing and return to the regular meeting.

Mr. DeLuca seconded

Unanimous

**Continuation of discussion of Special Town Meeting Article 9**

The Finance Committee would like to see the School Board set a limit on this Article. It was decided to make an amendment to the article and Mr. Yunits would discuss it with the School Committee. Mr. Dorney stated that he recommends 7 years based on his contract experience.

Mr. Smith made a motion to amend Article 9 to set a limit of 7 years to the length of contract allowed.

Mr DeLuca seconded

Unanimous

Mr. DeLuca recommended Article 9 as amended to the Special Town Meeting.

Mr. Helmreich seconded

Unanimous

**Article 10 - 123 Corridor Improvement Project Easement Acquisition**

Mr. Yunits stated that the original easement appraisal was for \$70,000. The assessment came in at a possible \$115,000 for property acquisition. He is requesting the additional \$45,000 from free cash be set aside.

Mr. DeLuca made a motion to recommend Article 10 of the Special Town meeting to appropriate \$45,000 from Free Cash.

Mr. Helmreich seconded

Unanimous

Question to Mr. Yunits: What will the balance in Free Cash? There should be \$376,609 remaining.

**May 2019 Annual Town Meeting Articles:**

**Article 3 - Will be ready on Monday**

**Article 5 – Municipal Center and Senior/Community Center Building Project Engineering Costs**

Mr. Yunits presented the article asking for \$5,000 from Free Cash for the Environmental Engineers to monitor the clean up.

Questions to Mr. Yunits: Will this be all we need to spend on the Engineering Costs? Mr. Yunits state the he doesn't know yet.

Will there be another presentation to the public? Yes, a presentation on Cable Television May 21, 2019 and there will be an Open House at another date.

"Is this for Environmental Engineers to make sure removal/cleanup is going correctly. Correct.

Is there a time deadline with the EPA? There is not, but we want to have the building demolished by December 2020.

Where is the \$1 million already set aside for this study going? Mr. Yunits stated this is for Architectural Engineering and Design. He then stated that, we could take the \$5,000 out of that existing fund.

Mr. Smith made a motion to approve taking the \$5,000 from the existing funds set asked for the project.

Mr. DeLuca seconded

Unanimous

#### Article 9 – Capital Improvements Appropriation

Mr. Yunits recommends "no action" on Article 9

Mr. DeLuca made a motion of No Action on Article 9

Second by Mr. Helmreich

Unanimous

#### Article 14 – Master Plan Update

Mr. Yunits presented the article stating that the current Master Plan has been in existence since the 80's. He stated that the new Master Plan would cost approximately \$100,000. \$30,000 would come from the Community Compact Grant and an additional \$40,000 from SRPEDD, he is requesting the remaining \$30,000 to be raised and appropriated.

Mr. DeLuca made motion recommend Article 14 to raise/appropriate \$30,000 to Update the Master Plan

Mr. Helmreich seconded

Unanimous

#### Articles 16 through 19 – Zoning ByLaw Amendments

Mr. Yunits stated that the public hearing for these ByLaw's was supposed to be held on April 30<sup>th</sup>. However, due an error with the newspaper not printing the public notices when they were supposed to the meeting could not take place. There will be a public hearing prior to the May 14<sup>th</sup> Town Meeting. Mr. Yunits will set up a night to discuss these with the committee before the Town Meeting.

#### Article 20 – ByLaw Amendment: Personnel ByLaw

Mr. Yunits stated that this article is for two items:

1. Water & Sewer Superintendent wants to hire an Assistant Director and wants to change the salary range from \$53,000 – 70,000 to \$73,000 – 80,000.
2. To change the wage and salary plan to state the same as contract wording does today. Contracts say an employee earns 1 week of vacation after 1 year of service and are able to use that week after 6 months so they do not go a full year without a week off.

Question: Is there a reason why the range change is smaller than the previous ranges? Mr. Helmreich explained that years ago rather than move the entire range up just the top of range was increased. This adjustment shortens the salary range.

Mr. DeLuca made motion to move Article 20 as written.

Ms Sawyer seconded

Unanimous

**IV. Old Business**

Mr. Smith asked how we can solve the deficit for General Education? Discussion among the committee ensued to find creative ways to address the shortage in the school department budget. Many ideas have been touched upon and it was decided to further discuss on Monday, April 29, 2019 when the Town Manager is present.

**V. Open items**

Next Meeting Monday, April 29, 2019

**VI. Minutes**

Minutes for April 22, 2019 reviewed.

Motion to accept minutes as corrected by Mr. DeLuca

Second by Mr. Helmreich

6 yes

0 no

1 Abstain due to absence at the meeting being reviewed.

**VII. Adjournment**

Mr. DeLuca motioned to adjourn the meeting at 9:16 P.M.

Seconded by Mr. Helmreich

Unanimous

Respectively submitted by:

William Rotondi  
William Rotondi, Finance Committee Chair

5/20/19

Date Approved

Patricia Tarantino  
Patricia Tarantino, Recording Secretary