

**Joint Meeting  
Finance Committee  
Selectboard  
February 26, 2019  
Town Offices**

A joint meeting of Finance Committee and Selectboard of the Town of Whately was called to order on February 26, 2019 at 5:00 pm by the Chair, Paul Antaya. Present were Finance Committee members Dan Kennedy, Tom Mahar, Jim Kirkendall, Fred Baron, and Bob Fydenkevez and Selectboard members, Joyce Palmer Fortune, Jonathan Edwards and Fred Orloski. Also present were Town Administrator Brian Domina and Administrative Assistant, Amy Schrader.

Motion was made, and seconded, to approve minutes of the Finance Committee meeting from January 9, 2019, Vote was unanimous.

**Public Comment:** No comments

**Reserve fund transfers:**

Property Liability Insurance: A motion was made and seconded to transfer \$1,500 from the Reserve Fund to the Property Liability Insurance account to pay for additional premiums related to the Center School being vacant. All in favor (Finance only). The Committee signed the request for transfer from the Reserve Fund.

Whately Elementary School Sprinkler System Repairs: A motion was made and seconded to transfer \$3,000 from the Reserve Fund to the Whately Elementary School Sprinkler System Repairs account because there were not sufficient funds in the account to cover the contract to be awarded. All in favor (Finance only). The Committee signed the request for transfer from the Reserve Fund.

**Review the following FY20 department budget requests:**

**Whately Elementary School** - Presenting the Whately Elementary school's budget were Darius Modestow (Superintendent of Schools) Judith Houle (consultant) Katie Edwards (Whately Elementary School Committee, Chair) and Kristina Kirton (Whately Elementary School Principal). Also, in attendance were Bob Halla (Whately and Frontier Regional School Committee) and Maureen Nichols (Whately Elementary School Committee)

The FY20 budget for the Whately Elementary school was presented detailing: student and staff data, budget overviews, increases and decreases that drive the budget, revenue sources, percentage breakdown of the budget, and other sources of funding.

Extensive discussion occurred on a number of issues, including specific attention to school of choice and charter school enrollments and their impact on the budget, how to differentiate Whately schools from other districts in an effort to build enrollment, and the proposed hourly reduction of the current full-time psychologist position.

The Finance Committee and Selectboard also discussed the expenses that were previously funded by school of choice funds that are now being transfer into the regular budget. The Committee requested a revised budget which would include the current full-time Guidance Counselor position.

The Frontier Regional School District budget was not ready for review. A copy will be sent as soon as it is ready.

**Public Health Budget** – Fran Fortino (Board of Health Chair) reviewed with the Board/Committee the proposed budgets for the Board of Health, Foothills Health District, Solid Waste, Hazardous Waste and the Franklin County Solid Waste Management District. There was a brief discussion on the proposed increase to the Hazardous Waste Collection budget and anticipated future increases for recycling and trash disposal.

**Public Works Budget** – Keith Bardwell (Highway Department Superintendent) reviewed the Highway Department's FY20 budget. Keith discussed the Highway Department's salaries, general expenses, and training/physical budget. The Committee had a brief discussion regarding the Highway Department's general expenses, road machinery, and garage maintenance. Keith also presented the Committee with the Tree Department's budget. This budget remained the same as the previous year.

**Enterprise Fund Budget** – Wayne Hutkowski (Water Department Superintendent) reviewed the Water Department budget and revenue forecast for the upcoming year. The majority of the budget items remained the same with a few projected increases due to the anticipated water merger and the manganese filtration project. The Committee had a brief discussion regarding these projects, the impact they could have on the budget and the request for a new water department vehicle.

**Capital Planning Projects** – Brian informed the Board that the CIPC is working on creating a 10-year capital plan. This year CIPC met 3 times and held a site visit where they toured the

Highway Garage, Fire Station, Police Station, Library, and Whately Elementary School. The CIPC has adopted a new ranking system for projects which is recommended by the Massachusetts Association of Town Finance Committees. Brian read the CIPC FY20 Report to the Finance Committee and the Selectboard. Brian explained the criteria used for the new ranking system and explained how each capital planning project is ranked. The Committee questioned the monetary amount for the replacement of the Fire Department's water hoses and water infrastructure expansion/upgrades.

**Items not reasonably anticipated 48 hours prior to the meeting:** none

The meeting was unanimously adjourned at 7:25 pm

Next meeting date – March 12 and 26

Respectfully submitted,

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Brian Domina, Town Administrator

**Document list**

Meeting minutes dated February 6, 2019

FY2019 – List of Reserve Fund Transfers

Franklin County Technical School Assessment – FY20 Assessment

Modified Capital Plan

FY20 Public Health Budget Book

FY20 Public Works Budget Book

FY20 Enterprise Fund Budget Book

FY20 Report of the Capital Improvement Planning Committee