

TOWN OF LAKEVILLE
Joint Board of Selectmen and Finance Committee Meeting
March 24, 2015 – 7:00 PM

On March 24, 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 7:00 PM. Selectmen present were: Chairman Powderly, Selectman Burke and Selectman Hollenbeck. Also present were: Rita Garbitt, Town Administrator and Cynthia McRae, Town Accountant. LakeCAM was recording the meeting.

Chairman Petruzzo called the Finance Committee to order at 7:00 PM. Members present included: Michael Petruzzo, George Vlahopoulos and Donald Healy. Members absent were Maureen Candito and Donna Winters.

6:30 PM Superintendent of Streets – Jeremy Peck

Chairman Powderly stated that the Board is looking at a maximum overall budget increase of 2.5%. The Town is looking to maximize its revenues with what is spent. That is what has been communicated to all Departments.

Page 59 - Mr. Peck stated that he was looking for an increase in his budget to hire an Administrative Assistant to work directly with him five (5) days a week. This would be three (3) days at the Highway Department and two (2) days at the Transfer Station. This person could also possibly do some administrative work for the Animal Shelter. Mr. Peck said this is a huge need. He is a working Superintendent out in the field. Then he returns to the office to do clerical work. The other increases to the budget are steps and levels. Last year, he requested two (2) part time laborers, and it was very helpful. He could use an additional two (2) to help out with mowing, removing brush, getting ready for the winter with the snow and ice removal equipment, painting guard rails, installing street signs, etc. Chairman Powderly stated that the part timers should be able to free up a full time person to do things like engine repairs to prepare for the winter. The Town needs to be better prepared for bad winters. Mr. Peck stated that he would like to hire four (4) temporary employees to work 40 hour weeks for 23 weeks. Last year this started mid to late April and it went through October. They would not be eligible for any benefits.

Mr. Peck said in a typical winter we are all set. However this year, we were so overwhelmed in the weeks that the snow came down. We had to put into operation equipment that we did not trust onto the streets in order to open up sub divisions, cul-de-sacs, and push piles back at intersections. He didn't think any Highway Department could be prepared for the winter that we had. Mr. Peck said their sixth sander broke in November. The Highway Department had purchased three (3) spare trucks approximately five (5) years ago. We have been in the process of getting them up and ready to be used for the winter. The part timers would do some of the smaller work, so that the main guys can work on the bigger mechanical work. The Highway Department also maintains all of the Town vehicles.

Mr. Peck said the heating fuel line has been increased. The garage is heated with waste oil, and typically the Department has been able to get that at no cost. However, now more people are

using it in their homes. A new oil tank has been put in, and it is kind of a backup system to keep the garage heated in case we need to go out overnight. Ms. Garbitt noted that Mr. Peck level funded the general maintenance account, which was for the Garage, Highway Barn and Office (portable classroom). Selectman Burke stated that the Finance Committee members need to see those areas to get a better understanding of their physical condition. There is a desperate need to improve those facilities. Mr. Peck explained that the office is heated with a wood stove. It is not insulated, and there are cracks at the seams. Ice dams that formed caused water to come in through the roof. It does not make any sense to put any money into repairing this trailer. It is hoped to purchase a used office trailer to put into place for an office instead. Chairman Petruzzo stated that he took some pictures last spring of the Highway Facility and can send them along to the Finance Committee members. Mr. Peck mentioned that there have been up to 40 people in the office space during storms, which is used for training and as a break room.

Chairman Petruzzo asked what the status was of the salt canopy. Mr. Peck responded that the canopy was lost in one of the blizzards. Mr. Peck stated that they also need to look into a new salt shed to hold and store more salt for the winter, especially since a structural engineer has stated that the facility is unsafe. Chairman Powderly added that there are also piles from the catch basins sitting on the site, and they need to be removed due to space issues. Mr. Peck has been working with an engineer that designs DPW facilities. Ms. Garbitt stated that there is an insurance claim in on the Highway Barn because it was hit by one of the plows this winter. One of the walls will need to be rebuilt. It is the side where the electrical panel is, so the wall and electrical system there need to be replaced. Mr. Peck explained that during the winter there are six (6) sanders and a loader all tucked into the Highway Barn, but you have to take something out when any other vehicle comes in for repairs and the lift is needed, so that is a juggling act. Everything else in the budget is pretty much the same. Snow and ice has been left at \$50,000. It cost about \$300,000 this winter for Snow and Ice. Chairman Powderly stated that the Town will take the \$250,000 hit in Snow and Ice and see what the reimbursements are. Although this is not the Capital Planning Meeting, the Highway Vehicles all have high mileage. Mr. Peck explained that the one ton dump truck is used every day for gravel, crushed stone, plowing, etc. The Department will need to start replacing the sanders soon, since they are getting up close to 300,000 miles and are 25 years old. Also, there is a one ton dump truck that should be replaced, which is 25 years old, but not this year.

Selectman Hollenbeck asked about the new EPA Storm Water Permit. Mr. Peck explained that there will be a new Storm Water Permit coming up. There will be a large increase on the demand on the communities. Essentially it will be unfunded mandates from the EPA. The EPA will come out and do Storm Water Audits to see how you are tracking work, look at the work that you are doing, ask what you are doing with Storm Water Plans for Town buildings, etc. The permit has not been released yet, it is still in draft form so far. The cost will be approximately \$80,000-\$100,000. The Town may have to hire an engineer. There is a lot of tracking that will need to be done with reporting to the State. Mr. Vlahopoulos asked if there were fines if the Town is not in compliance. Ms. Garbitt replied yes. Selectman Hollenbeck mentioned that there are also the structural requirements that will come into play.

Landfill/Transfer Station - Jeremy Peck

Page 98 - Ms. Garbitt stated that after looking at all the revenues and expenses, there will be a need of approximately \$138,000 to fund the Landfill for FY16. We are waiting to hear back from SEMASS to see if something can be done about reducing the tipping fees. Selectman Burke stated that the fees that they are charging are not competitive. Mr. Peck explained that the Town has a contract with SEMASS to get rid of household trash at a cost of \$105 a ton. The cost had been \$85 a ton, and the Town has been trying to renegotiate that contract with them. Since there is another company that will be competing with SEMASS, they have agreed to renegotiate the contract. Selectman Burke asked if the Town wants to continue to subsidize the Transfer Station. He questioned the need for a Transfer Station.

Mr. Healy stated that if the fees go up to bring household trash to the Transfer Station, residents will hire private companies for their trash removal. That will hurt the revenue of the Transfer Station even more. Chairman Powderly noted that there are only 3,000 homes in Lakeville, and approximately half use the Transfer Station. Ms. Garbitt stated that many people buy permits just to get rid of yard waste. There is also the bulky waste that the Town has to pay to get rid of. However, that expense needs to come down or revenues brought in for the \$138,000 of the shortfall for the Transfer Station. Mr. Peck stated that he has been working with DEP about how the Transfer Station is operated. They are doing a type of audit where they are looking at everything to see if the Town maybe should be charging more or operating it in a different way. Once that audit is completed, we can sit down and review their findings. However, the best thing right now is to renegotiate the SEMASS contract in order to lower the tipping fees per ton charged. The Town simply cannot just walk out of the contract, since there is a substantial buyout fee. The contract is up for renewal in six (6) years.

Chairman Powderly stated that the question also is whether we should be in the trash business. Selectman Burke noted that it is a service to the community, and next year it is \$138,000 out of pocket. Mr. Peck stated that perhaps once the analysis is done, maybe a survey can be done with residents to see if they would use or continue to use the Transfer Station depending on what the fees would be. A study was done ten (10) years ago about the Town doing its own trash pickup, but there is a significant cost to that for equipment purchase. Selectman Burke suggested that there could be negotiations with private waste haulers for trash removal. Ms. Garbitt stated that the price for a sticker is very inexpensive. If the Town went up on the cost of the permits from \$40 to \$50 dollars, it would raise approximately \$20,000. Chairman Powderly suggested to check surrounding towns and see what their rate was, and to increase the rate. Mr. Peck stated that probably the average cost is in the \$60-\$70 dollar range.

Upon a motion made by Selectman Burke; seconded by Selectman Hollenbeck it was:

VOTED: To raise the fee for a sticker at the Transfer Station from \$40.00 to \$50.00 annually for FY16.
Unanimous in favor.

Ms. Garbitt explained that on page 98, there is a new truck driver position. The Highway Department is being charged 2/5 of a week for that. Health Insurance costs will be added to the

group insurance of 2/5's. Mr. Peck added that longevity went up a little. The clothing allowance went up a little for shirts and sweatshirts for the part time guys. With the motor vehicles supplies, new tires were needed for the roll off truck, and some repairs had to be done. Mr. Peck asked Ms. Garbitt about the property insurance costs. Ms. Garbitt explained that in the past the cost had been \$3,500 for property and liability insurance.

6:50 PM Treasurer – Debra Kenney

Ms. Kenney explained that her Department is mostly level funded. She had budgeted for a part time person last year and was approved to hire someone, but that did not work out. A few interviews took place, but the right candidate did not come. There is also no time to train someone. The office has room for growth, and it would be preferable to go back out and re-advertise the position to that of a full time person. Basically, someone is needed that has done the job for a while. This is not something that someone goes to school for. She would like to train someone in the office to move up. The office is very busy, and she needs to investigate lock boxes and other things to run the office more efficiently, yet she is doing clerical work of answering phones and opening mail. So that is the \$22,000 increase to make the part-time person full-time. Chairman Powderly asked when the advertising for the part-time clerk took place. Ms. Kenney responded that it had been done in the fall. A few people applied; others when finding out it was part time stated that they were not interested. Her office needs to do things more efficiently, and that cannot be done if she is doing clerical work.

Selectman Hollenbeck noted that the Town has been looking at all the clerical needs for each Department. A floater is being considered for less specialized clerical work. Ms. Garbitt stated that she has hired four (4) part time clerks, but when something better comes along, they leave. Ms. Kenney noted that previously she had more employees in her office. She needs someone to learn payroll and cover for sick time and vacation time or a retirement. Chairman Powderly stated that this matter needs to be solved by hiring some key people. The Selectmen had authorized the 20 hour person for the Treasurer's Office, but no one was hired, so you need to come up with a plan. Ms. Kenney stated that she had a full time person taken away with the promise that she would get that back. What is needed is someone that wants to do a good job and is invested in the Department. The rate would be \$16.20 per hour. Mr. Healy suggested beginning an internship program through the surrounding colleges. Then someone can come in part time, learn the job and then once through with college, may want to stay full time. Ms. Kenney suggested another option is to raise demand fees. This is what is charged to people when they pay their excise fees late. That has to be done at Town Meeting, but that would pay for the part time or full time person. Some Towns have increased the demand fees as high as \$30. Lakeville's is \$15.00.

7:10 PM Town Clerk – Lillian Drane

Page 24-25 – Ms. Drane stated that she would like to put on hold the Assistant Town Clerk Position at this time and request a Full Time Clerk. Whoever she is going to hire, she cannot do it without properly training them. It took her seven (7) years to be trained as Assistant Town Clerk. She hopes that the Board will approve a Full Time Clerk. She would like to revisit the Assistant Town Clerk Position in a few years. Ms. Drane stated that the job was created in 2005

by Janet Tracy, who was only the assistant for a year and then the Town Clerk. She did not have the window of time for training. Ms. Garbitt stated that the Full Time Clerk Position will have to be voted on by the Selectmen and go to the union for approval. Ms. Drane made it clear that she was not saying that she wants to eliminate the Assistant Town Clerk Position; she would like to revisit the position at a later time. She would keep the position vacant and unfunded for a few years.

7:25 PM Park Commissioners – Michael Nolan and Barry Evans

Chairman Powderly explained to the Park Commissioners that the maximum increase for Departments is 2.5%. The Park Commissioners stated that all they need is \$25,000, since the budget is based on revenue. They are hoping to add a part time secretary position. With Mary Beth McKay handling the event planning, she has not been able to do much in the way of clerical work. They believe someone for six (6) hours a week would work. Mr. Nolan said the \$25,000 needed is based on last year's receipts and expenses. Chairman Powderly noted that the supplies for the groundskeeper are going up \$6,000. Mr. Nolan responded that they raised the user fees for sports by \$5 per participant and conveyed to the leagues that the Park Department would handle the fertilizer rather than each group doing it. It is hoped to purchase a slice seeder aerator, which costs about \$10,000-\$15,000. That cost would be shared with different groups and be a joint venture. The Park Commission has borrowed one from the School Department, but it is not working out well. The budget is based on revenue first, then expenses. The Park Commission has been putting off building the bathrooms at Jon Paun Park. Presently they are all porta potties. Chairman Powderly noted that the revenue side, retained earnings and transfers are from General Fund. Mr. Nolan explained that that is what they get from the Town, and the retained earnings is an estimate. Ms. Garbitt stated that that would be their free cash, and the amount will be known in April from the Department of Revenue.

Chairman Powderly stated that there is a \$190,000 balance due on a loan. Barry Evans said there is a bid for the loan. Chairman Powderly noted that there will still be a loan balance, even if the present loan is sold. He then asked what should the approach be on the loan and how to finish the new fields. Mr. Evans said that when they sell the topsoil, and retain what they need, but they are trying to get corporate sponsors and naming rights. This has not been very successful. He would not be opposed taking some of the retained earnings to put against that bill, since it seems that it is felt that they should. Mr. Nolan said the Park Department is self-sufficient since they are going above the \$25,000 that they get from the Town. The amount in retained earnings will be greater than that. Chairman Powderly asked about the cost for a new field. Another \$100,000? Mr. Evans said no, they would need topsoil, irrigation, seed and fertilizer and let it grow. It might be two (2) years, then it would be ready to play on. The football team has talked about paying for sod. Chairman Powderly asked about doing another earth removal for 200,000-400,000 tons of gravel. They should take whatever steps are needed to do to look at that. That would solve the fields need, and the Ted Williams funding for years to come. Without that, then you are always after the Town for something. Mr. Evans said he heard that there may also be some opportunity over at Clear Pond. Chairman Powderly stated that maybe they can do both. Mr. Evans stated that he thought they had maxed out the gravel at Ted Williams. Ms. Garbitt stated that Mr. Hopkins had her look into doing an earth removal at Clear Pond. The State has conveyed the fact that if the Town is making an improvement to the area,

then they can do the gravel. An improvement would be enlarging the parking lot or making a field. Mr. Nolan stated that he thought money had been put aside to do improvements for the parking lot in front of the building. Chairman Powderly explained that it had been funded, but it had not been done. It had been critical to do last year with the upcoming voting and weddings that were to take place. Ms. Garbitt stated that the money is still there to do the work. Mr. Evans stated that they had to pump that area out because people could not get into the building. Mr. Nolan said the primary reason for renovating that place was to generate revenue. Mr. Evans said in FY15, they had 17 weddings which is good money, then there are the smaller parties such as office events, baby/bridal showers, birthday/graduation parties. There are 30 weddings booked for 2016. Selectman Hollenbeck explained that the Town receives 20% now of the liquor that is sold. Mr. Nolan said the main point is that it is generating money, and it can go into retained earnings. Ms. Garbitt stated that their free cash has to be certified to be used, then it has to be appropriated at Town Meeting for them to use it. Ms. McRae mentioned that they can add a line item to their budget to have an emergency account.

Chairman Powderly stated that the Park Department does generate money, but the Town has also invested a lot of money. Mr. Nolan stated that since it is an Enterprise Fund, it is supposed to be self-sufficient, if it can be. He said the gate receipt fees have increased at Clear Pond. People typically buy their permits during the first week of the season. Selectman Hollenbeck stated that the Park Department might not need to get the subsidiary this year depending on the retained earnings amount, and how it comes in certified. The Town does need to make the last payment on the debt of \$190,000. Chairman Powderly stated that the Town wants the Park Department to be successful. A source of revenue can be gravel at Clear Pond and potentially Ted Williams. There is a lot of money in that. Mr. Nolan stated that only \$311,000 was received out of that and it was thought that they would get about \$500,000 or more. Chairman Powderly noted that those trees are getting ready to come down. Some test borings should be done in that area. It was thought that the gravel would reap more monetarily. Mr. Evans said he thought that they ran into the water table and that is why they had to stop. Chairman Powderly stated that the Board is happy with the income, but this is just an information gathering meeting. The budgets are not being voted on tonight

A brief recess was taken at this time.

7:45 PM Veterans Agent- Will Corey

Mr. Corey stated that a reimbursement in the amount of \$118,000 is expected, which is 75% of what was paid out. Currently, there is a deficit in the Veterans Medical Benefits of \$77,000 for this fiscal year. The medical line has \$5,000 now. \$77,000 was budgeted for fuel. The following year the Town will get reimbursed 75% of that number. Chairman Powderly stated that the Board needs to address the 25% share to understand the amount this budget is going up. The Town is trying to make sure that it seeks out and provides Veterans what they are rightfully due. Mr. Corey stated that Veterans receive \$279 a month for fuel as a benefit. That amount can be cut, depending on what someone has as a "spend" down. If someone is over their income limit by \$50, then that is subtracted out of the \$279.00. The Town receives approximately \$3,000 a year for each individual, and there are currently 21 individuals. The Town always has done the fuel. Some towns have allotments where someone can get an additional \$1,000, but

most don't have that anymore. Ms. Garbitt noted that the Town has always underfunded its Veteran's budget, and it has to be made up at the Special Town Meeting. Mr. Corey stated that everyone will receive medical coverage, even if they are at zero for ordinary benefits. With Humana, they pay \$221 for each person. It also covers Part D and that brings it to be competitive with everyone else. Then there is Medigap at \$150-\$175 and Part B, which is \$104.90 for each individual and Part D, which is the copay on all medications. Depending if someone needs to go to a doctor's appointment or to the hospital, there is also dental, glasses, and hearing devices, which most of those have to be preapproved. Chapter 115 takes care of retired and disabled Veterans. The next category is the unemployed. When that runs out, they turn to Chapter 115. There are a few unemployed Veterans in Town. Mr. Corey said there are a lot of newly retired people from the Vietnam era, Afghanistan and younger people coming in lately. Ms. Garbitt mentioned that a lot of the younger Veterans were short term in the past. In June, the amount will be \$15,000 a month in benefits. Over the last few years, the number of Veterans has increased, and the budget is typically short each year.

Mr. Corey stated that he would like to be able to say how much the amounts will be, however, he has not found that common ground yet. He seeks out many different sources of money for the Veterans. There used to be a chart of what the Veterans were eligible for through various agencies. Now you have to try and maybe get it from a Congressman or a Senator. The Veteran receives Chapter 115. They are asked what they did in terms of military service, and that is then an automatic 10% of Federal money. If a Veteran is able to receive \$133 from the Veteran's Administration, then that is less that the Town has to pay.

8:00 PM COA Director – Vicki Souza

Vicki Souza, Council on Aging Director, was present for the discussion. Ms. Souza stated that she had a couple goals for FY16. She has reviewed the levels that the current staff is on and noticed that the part time clerk is on the same level as the van drivers. It is felt that it should go up one level like all the other part time clerks. It is a non-union position, and the level increase would be an additional \$.44 to her current hourly rate. The level would increase from four (4) to level five (5) with a difference of \$415.00 annually. Also, this particular position was originally only three (3) hours a week. Now that the hours have increased, the responsibilities have increased as well. There is also a confidentiality aspect to this position. Ms. Souza said that she would like to change the Full Time Clerk's position to an Administrative Assistant. She felt this should be done because that particular position has a lot of responsibilities. She handles event planning, fuel applications, the SNAP program, and the referrals for Elder Services. The difference in the salary would be \$2,000, if the person is placed where the other Administrative Assistants are on the scale. Chairman Powderly noted that the Board cannot change something if it is a union thing. Selectman Burke added that it would then be a new position, and it might have to be posted. Ms. Souza stated that she needs to increase contracted services by \$500. Also, the bricks out back need to be fixed at some point since they are sinking. She had received a quote some time ago from a man in Rochester for \$2,500 for the work, but more recent quotes are needed.

8:15 PM Cemetery Commission – Ken Upham

Page 65 – Kenneth Upham, Chairman of the Cemetery Commission, is present for the discussion. Mr. Upham stated that he has had a steady budget for years in the amount of \$10,000. This year he is asking for \$12,500 since there are two (2) major projects to be done. The Commission is putting all paper files onto a computer so that the Commission and the Town Clerk can access records immediately. It will take about six (6) to nine (9) months to do. Also, the Commission would like to have a Veteran's Cemetery. Mr. Upham stated that he has 40 years of active military service, and mentioned that there are many people in Town that have been or still are in the service. This can be done with space that is available. Jon Pink of Azor Land Sciences is doing the surveying work and infrared survey of the land (Thompson Hill area) to make sure that no one is buried there. It is anticipated that it can generate an income of \$160,000 over the next several years for an outlay of \$1,000. The cost is reflected in contracted services. In addition to that, a laptop is needed for the computer program which will help compile the paper files. The scanner has been purchased, then the files need to be scanned in. It will all then be the property of the Town. He feels that the computer should be an Apple since they are virus free. The proposal for this will be provided to the Selectmen around August for approval.

Mr. Upham said the Commission needs to generate new fees. The Veterans Cemetery will include the spouses of Veterans. It is anticipated that there will be 134 burial spaces with eight (8) areas for cremations and a flag pole in the center. The flag will be lit at night from a solar collector. The Cemetery Commission has typically stayed in the budget or turned money back to the Town. Ms. Garbitt said every Town is required to have burial space. Mr. Upham said there are over 160 spaces at Precinct Cemetery and 190 at Clarks Cemetery for sale, plus the additional new 134 spaces. The average amount of burials a year is 10-12. Ms. McRae stated that a laptop could be obtained for them. Selectman Hollenbeck asked who will take the time to do the scanning. Mr. Upham responded that he will use his own time, and the work will be done at the Town Office Building. Mr. Healy asked if the Veterans Cemetery was in anyway subsidized by the government. Mr. Upham responded that the rounded white stones are furnished free by the government. The Town does not charge to put the stone on the grave. The government will assist with maintaining the stones when asked. He will look into this to see if there is any monetary support, but he does not think that there is. Ms. Garbitt noted that the Town pays for the flags in the Veterans budget.

8:30 PM Building Commissioner – Nathan Darling

Nathan Darling, Building Commissioner, is present for the discussion. Chairman Powderly asked Mr. Darling about the amount he makes on licenses and fees and if the \$31,100 is what he made last year. He stated that the total amount was \$68,227 for building permits. He reviewed the income for the gas, plumbing and electrical aspects of the Building Department. Island Terrace will be bringing in fees for their project. They are looking to go up to a third story and expand the footprint of the building this summer. The expansion will include rehabilitation, adult daycare, assisted living, and the nursing home. Chairman Powderly noted that not a lot of houses are being built, only about 20-25 a year. Presently there are approximately 11,000 residents in Town. Ms. Garbitt stated that page 55 is the Gas, Plumbing and Electrical Inspectors

and those accounts are on target this year. Mr. Darling has been involved with the Green Communities Grant Applications. He has been inundated with repair projects this year, and has not been able to get to the roof at the landfill. Mr. Darling provided an update about the projects that the Town had submitted for a competitive grant. It is anticipated that the Town will receive \$200,000. There is money to do audits on other Town buildings, if the work is done by December 31st. \$20,000 has been budgeted for the office building at the Highway Department. Mr. Healy asked if this is putting good money after bad. Mr. Darling stated that some buildings have gone without care due to no funding being available in budgets to get the routine work done each year. You have to start somewhere, and other municipal buildings are in the same shape. \$20,000 for a new roof makes sense, and no structural issues have been seen. Mr. Darling stated that he is trying to look at all the Town buildings to address what they need and get a maintenance program in place. Ms. Garbitt stated that in 2010, all buildings lost any maintenance money due to budget cuts and reductions. Mr. Healy suggested that rather than purchasing a new trailer, how about renovating something else. Mr. Darling explained that the whole Highway Department is the same. The trailer is separating and we need to have a conversation about getting a new/used office trailer. Chairman Powderly stated that the Town has had to underfund all building maintenance and the Highway Department and Police Department has been taking the most beating. Mr. Darling stated that the Town is looking at approximately \$1 million in Town projects.

8:45 PM Town Accountant/Technology-Cindy McRae

Pages 16 and 17 – Cynthia McRae, Town Accountant is present for the discussion. Ms. McRae stated that her budget has been stable year after year. She is requesting a reclassification of the Administrative Assistant to Assistant Town Accountant. The reclassification will allow that person to have official and statutory authority to cover basically anything that takes place when Ms. McRae is out of the office. Ms. Garbitt stated that based on past labor negotiations with the labor board this would be a union position.

Ms. Garbitt stated that she will review the Technology portion when she does the Selectmen's budget. The Town Administrator is still trying to get Old Colony's budget and she will have more information on the departments as it gets closer to Town Meeting time. The House Budget is still not available, so State Aid is not known either.

Review request from the Finance Committee to enact the Local Meals Tax

Chairman Petruzzo stated that if the Town enacts the local sales tax, it can potentially generate up to \$55,000 in revenue. There are approximately 18-20 places in Town that would be subject to the Local Meals Tax. In 2009, the rationale for not implementing it was that it was not thought that the Town would generate that much revenue from this. Ms. Garbitt added that the Selectmen also did not want to drive people to go out of Town to eat. However, most communities surrounding Lakeville have this tax in place. Selectman Burke stated that he feels that it is a good idea to put this forward at Town Meeting. That way the voter has been provided the opportunity to speak on the issue. Ms. Garbitt stated that she will draft the warrant article and put it on the annual Town Meeting Warrant.

Discuss FY16 Budget Summary

Ms. Garbitt stated that typically the budget isn't voted on until May. There will be additional meetings with the Finance Committee. The Free Cash numbers should be available in April. The Capital Planning Committee also needs to meet. Chairman Powderly stated that he sees that \$1,000,000 in cuts need to take place. Selectman Hollenbeck stated that she would like to discuss all the administrative changes that are in the budget. There are a lot of positions being recommended. Ms. Garbitt stated that the Board has all the job descriptions. Maybe this can be an agenda item for the Board to talk about regarding the staffing of the Town Offices. Selectman Burke said there is also the water tower, OPEB, the reserve fund, and the Ted Williams note in the amount of \$190,000. Chairman Powderly stated that it should be assumed that it is all in there and make cuts based on the assumptions and then reinstate items if there are changes. Ms. Garbitt stated that it is hoped to use Free Cash for capital items and maybe put some money into Debt Stabilization. Mr. Healy asked a few questions on Old Colony for clarification.

Chairman Petruzzo provided highlights on the Old Colony budget. \$145,000 is there now due to the new retirement assessment, which was incorporated into their budget for non-teaching positions. It was not in their \$10 million budget last year. It is \$267,000 this year and the interest is \$163,000 on the debt. The new debt service is for a \$2 million project for redoing the roof and science lab. They received a 52% reimbursement from the Department of Elementary and Secondary Education. There is an increase of \$125,000 in transportation costs. The budget line items for natural gas and electricity were reduced \$140,000 and \$160,000 respectively, which will help reduce some of the debt. The increase is \$396,000, and Lakeville's share is 27.3%, which is \$108,000. There are seven (7) additional students at a rate of \$12,600 per student or \$88,200 in total. The Town should be receiving a debt schedule, as well as, a summary of the main items that add up for the total assessments to the Towns.

Adjournment

Upon a motion made by Selectman Burke; seconded by Selectman Hollenbeck it was:

VOTED: To adjourn the Selectmen's meeting at 10:00 PM.
Unanimous in favor.

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

VOTED: To adjourn the Finance Committee meeting at 10:00 PM.
Unanimous in favor.