



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / December 5, 2019 at 6:45pm

Community Room - Downstairs

posted 6:15pm on 1/11/2020

Minutes of the December 5 , 2019 Finance Committee Members

Other

Shaun Galliher
Chair

Viv Mason, Select Board

Bonnie Conner

Bob Graves, Town Administrator

Chris Pike

Russ Parks

Mary Rice

Dick Scialabba

Jim Chivers

Heather Brown

Nancy Smith

The meeting was opened at 6:45 pm.

A motion was made and seconded to accept the minutes of the November 7, 2019 as written. The motion passed unanimously.

Chairman Galliher went over the Expense account and noted nothing outstanding. Committee members agreed. Bob reported that the trees are now all removed at the Transfer Station and the Industrial Washer installation at the Fire House has been completed (this was a FY19 project). Bob reported that we are still waiting to hear if we were successful in our application for Grant funding to repair Old Dalton Road. He expects the Governor to announce the results on January 23, 2020. He also found out that the engineering study will meet the qualification for "shovel ready", and that we can apply every year. He also reported that he received notice that we are on the TIP (Transportation Improvement Program) for Rt. 143, which he did not know anything about. Apparently our previous Highway Superintendent had submitted an application, but the Select Board was unaware also. However, there is some confusion as we were not on the latest list. He will be checking into this and report back at our next meeting.

Bob reported that he has looked into outsourcing the Assessors Assistant Position in a effort to reduce costs. He will have Chairman Galliher email to the Committee members a three year proposal from a company that does this for many local towns, as well as across the State. Bob and Vivian attended a demonstration in the Town of Otis and were extremely impressed with the knowledge and expertise of the staff. It is expected that our currently elected Assessors will still be needed to staff the local office, as most of the communication is done by computers and face time with the staff at their main office.

Bob presented a brief overview of how this service works and it is quite impressive. He would like the Committee to review the proposal and possibly attend a demonstration at one of the local Towns that contract with this company. This would need to go out to bid and funding requested at the ATM in May of 2020. This was discussed at the Select Board Meeting on December 4, 2020 with our current Assessors in attendance. The savings will be in the full time Assessor Assistant position that includes benefits.

He was also told by this company that they are watching carefully to see how the State is going to proceed with charges for Utility Companies that operate within a Town, and how to properly assess their property. This has been a concern of the Select Board and Finance since former Assessor Assistant Karen Tonelli reported to us that most Utilities have been severely under assessed in Towns in which they own property and operate. Where she is working now has taken steps to address that issue and she wanted us to be aware as we have an Eversource facility in the North end of the Town.

Jim Chivers reported that he has not yet been officially approved as a member of the School Building Committee, as they have not had a meeting. That Committee is moving forward and have completed several preliminary requirements such as; 60% of the drawings are complete, they are getting bids, utility relocation had been completed, and several other steps have been completed to date.

Chairman Galliher reported that he emailed a spreadsheet for budget planning to all Committee members. He also asked that Bob require quotes from department heads for any projects they are requesting funding for. That will allow the Committee more accurate estimates used in the budget process.

A motion was made and seconded to adjourn at 7:31 pm. The motion passed unanimously. The next regular

meeting of this Committee is Thursday, January 9, 2020 at 6:30 pm.

Respectfully submitted,

Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / November 7, 2019 at 6:30pm

Community Room - Downstairs

posted 3pm on 12/7/2019

Members

Select Board Chair

Bonnie Conner

Chris Pike

Russ Parks

Mary Rice

Dick Scialabba

Jim Chivers

Heather Brown

Absent

Shaun Galliner

Other

Nancy Smith

Viv Mason,

Bob Graves, Town Administrator

The meeting was opened at 6:30 pm.

A motion was made and seconded to accept the minutes of the October 3, 2019 as written. The motion passed unanimously.

Chairman Galliher went over the Expense account and noted nothing outstanding.

Bob reported that the cutting of trees at the transfer station has been completed. All permits are in place and the DEP has given their approval for this project of covering the old landfill. Bob also reported that he is in the middle of applying for another grant for hazardous mitigation for approximately 440K. He is also waiting to hear on a grant for the copier. The survey for the Plunkett Lake beach property is complete. Bob also said that the donation of land from Don Leab, 1.6 acres, must be approved by the Town. Currently, there is no scheduled Special Town Meeting, so it is unclear how soon this can happen.

The Committee discussed the McNamara Law that limits Fire personnel from working for the Town, once they reach the age of 70. Bob said the Town Liability Insurance will not cover them and Legal has advised not to allow it. Everyone agreed that they have been a huge asset to the Town, but our hands are tied. The liability would be on the Town if there were any death while working a fire, or any other incident, upwards of 850K or more, without insurance coverage. Bob offered to contact the Attorney General to see if she would come to Hinsdale and talk with all parties involved. If the state would consider changing the law, we could keep these people who have dedicated many years to serving the Town. The Select Board and Bob will sit down with all parties to discuss this further.

The WRHS School Building bond has been secured at \$32,492,927.00 which is lower than expected. The interest rate is also lower. Finance member Jim Chivers has been appointed to the school building committee.

A motion was made and seconded to adjourn at 7:16 pm. The motion passed unanimously. The next regular meeting of this Committee is Thursday, December 5, 2019 at 6:30 pm.

Respectfully submitted, Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / October 3, 2019 at 6:30pm

Community Room - Downstairs

posted 11am on 11/17/2019

Members

Shaun Galliner

Absent

Other

Shaun Galliher

Viv Mason, Select Board

Chair

Bonnie Conner

Chris Pike

Russ Parks

Nancy Smith

Mary Rice

Dick Scialabba

Jim Chivers

Heather Brown

The meeting was opened at 6:30 pm.

A motion was made and seconded to accept the minutes of the September 5, 2019 as written with one abstaining.

Chairman Galliher went over the Expense account and noted nothing outstanding.

Viv Mason, Select Board Chair, said at the tax classification hearing she was told the tax rate should be \$.02 increase over last year's rate. She also reported that Bob Graves, Town Administrator, has reviewed the I&I report (inflow and infiltration) and noted no significant issues. She also reported that the problem at the Water Filtration Plant regarding manganese levels, has been corrected. A pump was replaced and the levels went down lower than they have ever been.

A motion was made and seconded to adjourn at 6:50 pm. The motion passed unanimously. The next regular meeting of this Committee is Thursday, November 7, 2019 at 6:30 pm.

Respectfully submitted, Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / September 5, 2019 at 6:30pm

Community Room - Downstairs

posted 4pm on 10/6/2019

Members

Shaun Galliner
Chair
Bonnie Conner
Chris Pike
Russ Parks
Nancy Smith
Mary Rice
Dick Scialabba
Jim Chivers
Heather Brown

Absent

Other

Viv Mason, Select Board
Bill Pike

The meeting was opened at 6:30 pm.

A motion was made and seconded to accept the minutes of the August 1, 2019 meeting as written. The motion passed with two abstaining.

Chairman Galliher reported that Free Cash has been certified at \$391,397.17. This is a bit less than last years amount of approximately \$414K.

Chairman Galliher reported on some of the things Bob Graves, Town Administrator, was working on as he is on vacation this week. Bob submitted the Grant application for Old Windsor Road that will be awarded in October. He worked very hard on this and we are all hopeful for a positive outcome. Bob also received approval to use the road material from the hill on Bullards Crossing Road, to cap the landfill. This material meets the code required and will save the town a lot of money.

Chairman Galliher reported that there is a vacancy on the School Committee. Viv reported that our other representative, Rich Peters, is attending the Select Board meetings and providing updates on the school building project. Viv also reported a very positive review of the Attorney at Mead, Talerman & Costa that she consulted with regarding the school issue. The bill for that service was \$280.00, a ridiculously low amount. The Board will consider using that firm as special council if and when needed. KP is slow to respond to inquiries from the Board, and is very expensive to deal with. As we do not have a contract with KP, it is acceptable practice to use a special council.

Mary Rice presented a timeline of the Water Sewer Committee from inception in August of 2015, to being disbanded by the Select Board on August 14, 2019. Laurel Scialabba formed this Committee to work on and respond to DEP about the water quality and wastewater control in the Town of Hinsdale. In 2017 DPC Dave Prickett Consultants LLC was hired by the Town to assist in this project. This project effects as many as 730 households between Water, Sewer 1, Sewer 2, and Sewer 3. This is the only other department, other than Real Estate and Excise taxes, that bill residents. Viv assured this committee that the Water Sewer Commissioners would become more involved and hold monthly meetings to keep up to speed with the progress.

A motion was made and seconded to adjourn at 7:33 pm. The motion passed unanimously. The next regular meeting of this Committee is Thursday, October 3, 2019 at 6:30 pm.

Respectfully submitted,
Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / August 1, 2019 at 6:30pm

Community Room - Downstairs

posted 4pm on 10/6/2019

Members

Shaun Galliner
Administrator
Bonnie Conner
Chris Pike
Russ Parks
Nancy Smith
Mary Rice

Absent

Heather Brown

Dick Scialabba
Jim Chivers

Other

Bob Graves, Town

Viv Mason, Select Board Chair
Bill Pike
Jack Adams

The meeting was opened at 6:35 pm.

A motion was made and seconded to accept the minutes of the July 8, 2019 meeting as written. The motion passed unanimously.

Chairman Galliher asked if anyone had any questions on the Accountant's reports, there were none.

Bob Graves reported that the installation for the industrial washer for the Fire Department should be completed soon. Also near completion are the Town Hall repairs and the installation of the new generator.

A motion was made and seconded to approve the payment of \$135.00 for dues in the Association of Town Finance Committees. Chairman Galliher reminded everyone that our membership also provides a digital copy of the Finance Committee Handbook if anyone has not gotten a copy.

Bob Graves reported that Jim Fox, who was the interim Highway Superintendent, will stay on as a full time employee and there is enough money in the budget for this position. The Committee expressed their gratitude to Jim for his outstanding input during this transition period.

Viv Mason, reported her proposal to the School Committee she presented recently at a Committee meeting. She hopes they follow through with reduction of the building costs, as they promised, and mentioned several areas where they have already started to do that.

Bob Graves reported that the Town now owns the Plunkett Lake Beach property and is looking for more people to be on the Beach Committee. He also reported that the Assessors "Vision" Software is now up and running.

A motion was made and seconded to adjourn at 7:07 pm. The motion passed unanimously. The next regular meeting of this Committee is Thursday, September 5, 2019 at 6:30 pm. The Committee agreed to change the start time to 6:30pm from 7:00pm.

Respectfully submitted,
Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / July 8, 2019 at 6:30pm

Community Room - Downstairs

posted 9am on 8/2/2019

Members

Shaun Galliner

Administrator

Bonnie Conner

Heather Brown

Russ Parks

Nancy Smith

Mary Rice

Absent

Chris Pike

Dick Scialabba

Other

Bob Graves, Town

The meeting was opened at 6:35 pm.

A motion was made and seconded to accept the minutes of the June 6, and June 17, 2019 meeting as written. The motion passed unanimously.

Chairman Galliher announced he had received a letter of interest from Jim Chivers, to be appointed to the vacancy on our committee, created by Ray Bolduc being elected to the Select Board in May.

A motion was made and seconded to approve the appointment of Jim Chivers to the vacancy on the committee. The motion passed unanimously. Chairman Galliher will notify the Select Board of our vote as they must vote as well.

A motion was made and seconded to transfer from the Reserve Account, the sum of \$ 1,500 to the Street Lights account. The motion passed unanimously.

Bob Graves and Chairman Galliher went over all the line item transfers with the committee members. The committee discussed and agreed on the transfers. Some of the requests for transfers were not approved due to the lack of an ongoing or committed contract project. Those account balances will go into free cash.

A motion was made and seconded to adjourn at 7:33 pm. The motion passed unanimously.

Respectfully submitted,

Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / June 17, 2019 at 6:30pm

Community Room - Downstairs

posted 9am on 7/11/2019

Members

Dick Scialabba
Mary Rice
Administrator
Bonnie Conner
Heather Brown
Russ Parks
Chris Pike
Nancy Smith

Absent

Other

Viv Mason, Select Board
Bob Graves, Town

The meeting was opened at 6:33 pm.

Vice Chairman Dick Scialabba presented a request from Diane Sturtevant, Town Collector/Treasurer, to transfer funds from the unemployment account, to the Medicare Account. The amount of \$4,000. is requested and that should be more than enough to cover this account through the end of this fiscal year.

A motion was made and seconded to transfer \$4,000. from the Unemployment Account, to the Medicare Account. The motion passed unanimously.

The next regular scheduled meeting of this Committee is Monday, July 8, 2019 at 6:30 pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 6:43 pm. The motion passed unanimously.

Respectfully submitted,

Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / June 6, 2019 at 7pm

Community Room - Downstairs

posted 9am on 7/11/2019

Members

Shaun Galliher
Mary Rice
Dick Scialabba
Police
Bonnie Conner
Heather Brown
Russ Parks
Chris Pike
Nancy Smith

Absent

Other

Viv Mason, Select Board
Bob Graves, Town Administrator
Sue Rathbun, Chief of

Jack Adams

The meeting was opened at 7:00 pm.

A motion was made and seconded to accept the minutes of the May 2, 2019 meeting as written, the motion passed with one abstaining.

Chairman Galliher and the Committee welcomed our newest member Nancy Smith who was elected in the May 18, 2019 election.

Reorganization of the Committee: Motions were made and seconded to nominate Shaun Galliher, Chairman; Dick Scialabba, Vice-Chair; and Mary Rice, Secretary.

All motions passed unanimously. All the above accepted the nomination.

Chairman Galliher will notify the Select Board of the vacancy on this committee created when member Ray Bolduc was elected to a three-year term on the Select Board at the May 18, 2109 election.

Chairman Galliher reported that the Capital Plan is on the website. The Committee reviewed the Expense Report and Bob Graves had answers to the questions. Some of the Accounts discussed were;

Legal, Town Hall heating, Town Accountant, Tax Title, Building security, Industrial washer, Town Hall Renovations, Hazardous Mitigation, Culvert engineering, Town Waste, Belmont Dam Inspection, Plunkett Lake gate valve, Community Center Repairs, Unemployment and Medicare.

Bob Graves presented some accounts that will need more money to get to the end of the fiscal year.

The Committee discussed how to fund this and agreed to use the Reserve Fund for most of them. That will keep the accounts transparent as far as how to fund them for next year. For one account, the Committee agreed to a line item transfer and a motion was made and seconded to transfer the amount of \$18,425. from the Health Insurance Account, to the Police Salary Account. The motion passed unanimously. This was proposed by Sue Rathbun, Chief of Police.

Two other accounts will be funded by the Reserve Fund and a motion was made and seconded to Transfer a total of \$11,000 from the Reserve fund, \$1,500. to the fuel account, and the balance to the Summer Roads Maintenance Account. The motion passed unanimously.

The next regular scheduled meeting of this Committee is Monday, July 8, 2019 at 6:30pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 8:08pm. The motion passed unanimously.

*Respectfully submitted,
Mary A. Rice, Secretary*



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / May 2, 2019 at 7pm

Community Room - Downstairs

posted 8am on 6/11/2019

Members

Shaun Galliher
Mary Rice
Dick Scialabba
Bonnie Conner
Heather Brown
Russ Parks
Chris Pike

Absent

Earl Peck
Ray Bolduc

Other

Viv Mason, Select Board
Bob Graves, Town Administrator

The meeting was opened at 7:00 pm.

There are no minutes to be approved at this meeting.

The Committee will review, discuss and vote on the FY20 Budget at this meeting.

Bob Graves reported that there are two Citizens Petitions that will be included on the ATM Warrant. One is a binding referendum to waive the dog license fee for residents 70 years old and older, which the Committee did not accept. The other one is non-binding resolution declaring Hinsdale a Pollinator-Friendly Community, the Committee had no objections to this.

Based on the Committee review, a motion was made and seconded to accept the Raise and Appropriate amount of \$4,779,705.00. The motion passed with one abstaining.

A motion was made and seconded to accept the Free Cash amount of \$321,625.00. The motion passed with one abstaining.

A motion was made and seconded to accept the Sewer 1 total of \$72,433.00. The motion passed with one abstaining.

A motion was made and seconded to accept the Sewer 11 amount of \$159,002.00. The motion passed with one abstaining. This includes the bill from Dalton, plus a 10% administrative fee.

A motion was made and seconded to accept the Sewer 111 Loan amount payment of \$149,440.21. The motion passed with one abstaining.

A motion was made and seconded to accept the Water Wage account of \$86,152.00, pending adjustment. The motion passed unanimously. A motion was made and seconded to accept the Water total of \$292,866.00. The motion passed with one abstaining.

A motion was made and seconded to take 50K out of the Capital Stabilization for a new Police cruiser. The motion passed with one abstaining.

In other business, the Committee reviewed the Capital Plan. The Vocational tuition bill for this year will be adjusted to reflect one student's attendance for only half the year.

The Committee discussed the School Budget. There was a discussion NOT to recommend it to send a message to the School Committee that the new school building project is excessive and the Town did not support it. There was no agreement either way, so the Committee decided to leave that recommendation blank on the Warrant, hoping to generate discussion at the Annual Town Meeting. A motion was made and seconded to have no recommendation on the School Budget. The motion passed unanimously.

The next regular scheduled meeting of this Committee is June 6, 2019 at 7:00 pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 8:24 pm. The motion passed unanimously.

Respectfully submitted,

Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / April 18, 2019 at 7pm

Community Room - Downstairs

posted 8:41am on 5/1/2019

MEMBERS

Shaun Galliher
Mary Rice
Dick Scialabba
Bonnie Conner
Heather Brown
Russ Parks
Ray Bolduc
Chris Pike

OTHER

Viv Mason, Select Board
Bob Graves, Town Administrator

ABSENT

Earl Peck

The meeting was opened at 6:30 pm.

A motion was made and seconded to accept the minutes of April 11, 2019 meeting as written. The motion passed with one abstaining.

The Committee continued the FY 2020 Budget review process. Chairman Galliher suggested that we go through all the accounts as previously discussed. If there are any changes or adjustments we would accept a motion and vote where appropriate. Final vote on the budget will be at our meeting on April 30, 2019. The budget will then be sent to Legal for their review and comments, and then be posted for the Annual Town Meeting on May 15, 2019.

During this process a motion was made and seconded to round up the Town Administrator salary to 70K, bringing the total for Administrative Salaries to \$111,500.00. The motion passed unanimously.

The Committee discussed the School Budget and the fact the Town did not vote in favor of the new school building. The concern centered around the process leading up to the vote. The Towns lost control of their budgets because the vote was district wide and not individual Town votes as laid out in the original 7 Town Regional Agreement. We discussed not approving the School budget to send a clear message of dissatisfaction with the process. It was suggested that we all call our School Committee members and express that. Their phone numbers were given to the Committee members.

The Committee will review, discuss and vote on the FY20 Budget at our next meeting, Tuesday, April 30, 2019 at 6:30 pm in the Town Hall Community Room. The next regular scheduled meeting of this Committee is May 9, 2019 at 7:00 pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 8:22 pm. The motion passed unanimously.



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / April 11, 2019 at 7pm

Community Room, Town Hall

posted 8:20am on 4/22/2019

Shaun Galliher
Viv Mason, Select Board
Mary Rice
Bob Graves, Town Administrator
Larry Turner
Dick Scialabba
Ray Bolduc
Bonnie Conner
Heather Brown
Russ Parks
Chris Pike
ABSENT: Earl Peck

The meeting was opened at 6:40 pm.

A motion was made and seconded to accept the minutes of April 4, 2019 meeting as written. The motion passed with one abstaining.

The Committee continued the FY 2020 Budget review process. Bob reported that the estimated cost for the Old Dalton Road Culvert project is approximately 350K. He is working with several agencies to get the cost down. There is an issue with the stream being intermittent or not. The general consensus is that it is indeed an intermittent stream as it dries up in the good weather. Bob also reported that we are still waiting on final figures for several accounts.

Larry Turner presented some cost estimates for a new F550 Highway truck. The Committee discussed some options but are unsure we can afford it this year. We are still looking into this.

The Committee will continue the review and discussion of the FY20 Budget at our next meeting, Thursday April 18, 2019 at 6:30 pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 8:12 pm. The motion passed unanimously.



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / April 4, 2019 at 7pm

Community Room

Members

Other

Shaun Galliher

Absent

Earl Peck

Chris Pike

Ray Bolduc

Viv Mason, Select Board

Mary Rice

Bob Graves, Town Administrator

Dick Scialabba

Bonnie Conner

Heather Brown

Russ Parks

The meeting was opened at 7:02 pm.

A motion was made and seconded to accept the minutes of the March 7, March 9, March 14, March 21, 2019 meetings as written. The motion passed with one abstaining from the March 14th meeting.

The Committee continued the FY 2020 Budget review process. Bob Graves presented figures for several budget items that were not available at our last meeting. He also reported that he is working with the Engineers on reducing costs related to the capping of the landfill and optimistic that we can reduce that cost.

The Committee will continue the review and discussion of the FY20 Budget at our next meeting, Thursday April 11, 2019 at 6:30 pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 8:46 pm. The motion passed unanimously.



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / March 21, 2019 at 7pm

Community Room

posted 2:02pm on 4/20/2019

Shaun Galliher
Earl Peck
Viv Mason, Select Board
Mary Rice
Bob Graves, Town Administrator
Ray Bolduc
Susan Rathbun, Chief of Police
Bonnie Conner
Elizabeth Zip, Animal Control Officer
Heather Brown
Russ Parks
Chris Pike
Dick Scialabba (by remote access)

The meeting was opened at 7:00 pm.

Chief Rathbun presented her budget request reflecting a 1% overall increase. She also explained the need for a new Cruiser, to replace the 2010 Tahoe.

Officer Zip is requesting funds to attend the BART program (Basic Animal Rescue Training) that is required to be an Animal Control officer. She also requested some equipment necessary to that position.

The Committee continued to discuss the FY20 Budget planning.

The Committee will continue the review and discussion of the FY20 Budget at our next meeting, Thursday April 4, 2019 at 6:30 pm in the Town Hall Community Room.

A motion was made and seconded to adjourn at 8:15 pm. The motion passed unanimously by a roll call vote.

Respectfully submitted,
Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / March 14, 2019 at 7pm

Community Room

posted 2:03pm on 4/20/2019

Shaun Galliher
Viv Mason, Select Board
Mary Rice
Heather Brown
Bob Graves, Town Administrator
Ray Bolduc
Bonnie Conner
Russ Parks
Chris Pike
Dick Scialabba (by remote access)

Absent: Earl Peck

The meeting was opened at 7:00 pm.

The Committee discussed the FY20 Budget planning.

The Committee did not take a vote on any of the budget items at this meeting.

The Committee will continue the review and discussion of the FY20 Budget at our next meeting, Thursday March 21, 2019 at 6:30 pm in the Town Hall Community Room. The budget request from the Police Department and Animal Control Officer will be presented as well.

A motion was made and seconded to adjourn at 8:37 pm. The motion passed unanimously by a roll call vote.

Respectfully submitted,
Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

SELECT BOARD & FINANCE COMMITTEE JOINT MEETING MINUTES March 9, 2019 at 8:30am

Community Room

posted 2:06pm on 4/20/2019

Shaun Galliher

ABSENT: Earl Peck

Viv Mason, Select Board

Mary Rice

Rich Kardesan, Select Board

Ray Bolduc

Bob Graves, Town Administrator

Bonnie Conner

Healther Brown

Chris Pike

Dick Scialabba (by remote access)

The meeting was opened at 8:53 am.

This meeting was scheduled to allow department heads to present and discuss their budget requests with the Committee and the Select Board. The following were the department heads that attended and presented.

Treasurer/Collector – Diane Sturtevant

Assessors – Peter Persoff, Chair, Dick Roussin, Neil Baraccas

Library – Tom Butler, Library Director

Town Clerk – Dawn Frissell and assistant Mary Lou Galliher

Conservation – Caleb Mitchell, Agent

Lake Management – Jodi Ouimette, Committee Chair

Water/Sewer – Larry Turner, Administrator

Fire Department – Larry Turner, Fire Chief

Old Town Hall/Community Center – Dick Eastland, Committee Chair

Town Administrator, Bob Graves, presented many other accounts for discussion.

A motion was made and seconded to adjourn 3:17 pm. The next meeting is Thursday, March 14, 2019 at 6:30 pm in the Town Hall Community Room.

The motion passed unanimously by a roll call vote.

Respectfully submitted,

Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MEETING MINUTES / March 7, 2019 at 7pm

Community Room

posted 1:57pm on 4/20/2019

Members

Shaun Galliher
Viv Mason, Select Board
Bob Graves, Town Administrator
Mary Rice
Bill Pike
Bonnie Conner
Heather Brown
Chris Pike
Ray Bolduc
Dick Scialabba

Absent

Earl Peck
Dick Scialabba (by remote access)

The meeting was opened at 7:00 pm.

A motion was made and seconded to accept the minutes of the February 7, 2019 meeting as written. The motion passed by a roll call vote with three abstaining because they did not attend this meeting.

Chairman Galliher reminded everyone that the Saturday Budget Review Meeting is scheduled for Saturday, March 9, 2019 and is to begin at 8:30 am.

Bob Graves reported on the Transfer Station issues. The estimate to cap it is about 550K, with possible savings on the material used. Irving Paper Mill could provide the material, but wants the Town to pick it up. Berkshire Engineering is looking into other ways to save money in the future. One option is to move it, possibly to the Peru site. We need to be looking for options that will save us money.

Chairman Galliher and Bob Graves reminded the Committee of all the projects we are going to be financially responsible for in the future. We have the landfill recap, the water and sewer increases due to Pittsfield upgrades to the system, and now the new WRHS. Affordability is a huge issue. We will review this at a future meeting.

The next meeting is Saturday March 9, 2019 at 8:30 am and the next regular meeting of this Committee is Thursday, April 4, 2019 at 7:00 pm in the Town Hall Community Room. A motion was made and seconded to adjourn at 7:23 pm. The motion passed unanimously by a roll call vote.

Respectfully submitted,
Mary A. Rice, Secretary



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MEETING MINUTES / Feb 7, 2019 at 7pm

Community Room, Town Hall

posted 9:27am on 3/10/2019

Members Other

Shaun Galliher

Bob Graves, Town Administrator

Bill Pike

Russ Parks

Bonnie Conner

Heather Brown

Chris Pike

Viv Mason, Select Board

Absent

Earl Peck

Ray Bolduc

Mary Rice

Dick Scialabba

The meeting was opened at 7:05 pm.

A motion was made and seconded to accept the minutes of the January 3, 2019 meeting as written. The motion passed with one abstaining. The Committee went over specific items on the expense report with Bob Graves providing answers to the questions.

Some of the issues discussed were as follows; Legal Expenses, Hours for Sara to assist Charlie Browne, IT & hardware budget, Industrial Washer for Fire Department, Cemetery plaque, Plunkett Gate Valve, Old Town Hall Columns Billed to the wrong account, Coe RED, Unemployment Expense, and Sewer full time wages on target, Viv Mason reported on the CSX property.

We are challenging the bill and the letter was sent out to address the issue of the cost of \$825. Chairman Galliher reported on the Highway Department Winter Road Maintenance and the financial expense over the last 10 years and to state that there was an over run for the current year. The Board vote YES for \$13,000 to appropriated for the account. Upon discussion of the work being done and results of said work after the recent snowfall, a motion was made by Russ Parks to have the Highway Superintendent Rene Senecal come in and report on all finances pertaining to the Highway Department Winter Road Maintenance account. seconded and the motion was passed unanimously.

Bob Graves reported that the Water Sewer Commissioners did not have a meeting to go new rates and how they are being received by the public. Bob Graves gave an update to the Transfer Station and the requirements per the DEP regarding the trees and monitor wells and the possible donation of land by an abutter. Bob Graves reported that the Saturday Budget Hearing meeting will be on March 9, 2019. It

is expected to begin at 830 am and go till about 2:30 pm. He will be requesting department budget requests to be submitted as soon as possible and department heads should be prepared to defend their submissions. Bob Graves reminded us about the Open Meeting Laws and Conflict of Interest have been emails out and please have them complete as soon as possible.

Chairman Galliher reported that he had correspondence for rules on replacement of a culvert from the DEP Culvert Replacement Municipal Assistance Grant Program Dated February 14th. The gas report, CBRD letter and a letter regarding Change in Chapter 90 funding. All are available. Viv Mason questioned the length of time that required for keeping documents in the vault. what documents can be removed? looking to organize the vault for future use and easability.

The next regular meeting of this Committee is Thursday, March 7, 2019 at 7:00 pm in the Town Hall Community Room. A motion was made and seconded to adjourn at 8:08 pm. The motion passed unanimously.



TOWN HALL | 39 SOUTH STREET | HINSDALE, MA | 01235 | 413-655-2300

FINANCE COMMITTEE MINUTES / January 3, 2019 at 7pm

posted 8:35pm on 2/11/2019

Members

Shaun Galliher
Mary Rice
Ray Bolduc
Bonnie Conner
Healthier Brown
Chris Pike
Dick Scialabba

Absent

Earl Peck
Russ Parks

Other

Viv Mason, Select Board

The meeting was opened at 7:01 pm.

A motion was made and seconded to accept the minutes of the December 6, 2018 meeting as written. The motion passed with one abstaining.

Susan Rathbun, Chief of Police, reported that a five (5) year contract is being offered by the company she purchases the Tasers, cartridges and training from, Axon Enterprise Inc. This is a limited time offer and may not be available in the future. Currently, she purchases this equipment on an as needed basis. This contract will be beneficial as it will lock in the price and see a yearly savings overall. The Committee supports this contract offer, to be paid for out of the current budget, and will consider a Reserve Fund transfer should there be a shortfall at the end of the fiscal year.

The Committee reviewed the Expense Report including the accounts for the following; Street signs, Tree Warden, Hazardous trees and several others with no red flags at this time.

Chairman Galliher read a letter sent to Bob Graves, Town Administrator, from the Chairman of the Assessors, Peter Persoff. This letter indicated the Vision software, purchased by the Assessors is still not working due to the need to upgrade the Server. This fact was never presented to the Finance Committee as needed. The Committee discussed the history and many problems created by the purchase of this software. There are currently no funds available to upgrade the Server.

Chairman Galliher also read a letter from the former Assessor Assistant, Karen Tonelli. She had researched the Assessment for Utilities in the Town she is now working in, and suggested that Hinsdale also look into this source of revenue. Basically the Utility is doing their own assessment, which is historically low, but it should be done by the Town. She included the name of the person qualified to do this assessment and suggested that Hinsdale look into this.

Chairman Galliher reported there are two additional Vocational students that we will have to fund, possibly at a Special Town Meeting or the Annual one in May. He also said that the original list submitted to the Town, by the School Department, may not have been correct.

The Committee discussed the possibility of a Marijuana cultivation facility in town. Discussion included water supply and the percentage charged by surrounding towns of 3%. It had been suggested that the Town might consider a lower percentage such as 2.9% to gain the revenue generated by such a facility.

Chairman Galliher reported that Bob Graves had been working with the engineer on the issues at the Transfer Station (old landfill). He thinks it will be between 200K and 250K. We will need to consider how to fund it such as a Bond, Free Cash, or Raise and Appropriate.

Member Bonnie Conner pointed out the issue of water flowing across the road from the retaining wall along the Rail Road, in Lower Main Street. It was unclear who is responsible, the Rail Road or Mass Highway.

Chairman Galliher had the final Audit report and said there are no issues reported.

Member Dick Scialabba brought up the issue of remote participation as he will be going to Florida shortly. Chairman Galliher read the law and said that we did not have to vote on this again as it was already voted on by the town. The only stipulation is that the remote participant cannot be counted to establish a quorum, and every vote must be by roll call.

Chairman Galliher reported that the town has hired Caleb Mitchell as the advisor for the Conservation Committee.

The next regular meeting of this Committee is Thursday, February 7, 2019 at 7:00 pm in the Town Hall Community Room. A motion was made and seconded to adjourn at 8:10 pm. The motion passed unanimously.

Respectfully submitted,
Mary A. Rice, Secretary