

RECEIVED

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WAYS & MEANS
MEETING MINUTES
BURLINGTON, MA 01803

APR 6, 2022

MEMBERS IN ATTENDANCE

Present: Steve Morin, Chair
John Iler, Vice Chair

Chris Campell
Doug Davison
Michael Hardy
Meghan Nawoichik
Ed Parsons
Sonia Rollins

Brad Bond
Phil Gallagher
Frank Monaco
Rob Neufeld
Roger Riggs
David Tait

Absent: Jaya Vorunganti

Guests: Brendan Egan, Parks & Recreation Director
Tom Hayes, Town Engineer
Rachel Leonardo, DPW Business Manager
Paul Sagarino, Town Administrator
John Sanchez, DPW Director
Christine Shruhan, Youth & Family Services Director
Kevin Sullivan, Recreation Commission Chairperson
Amy Warfield, Town Clerk

Pledge of Allegiance

Public Participations N/A

Additional Comments N/A

FY23 Budget Reviews

411-492 – Department of Public Works

\$10,197,080

The overall budget increase is 2.1% – the operating budget increase is 2.1% and the accommodated budget increase is 1.79%. The major drivers of the increase are water and waste disposal. When the PFAS limit was lowered from 70 parts per trillion to 20 parts per trillion, the town needed to come up with a short-term plan to lower it until the filtering system can come online in December. Part of the short term plan is for the DPW to open the Lexington water connection to MWRA and double the amount of water

that the town will purchase in the upcoming year.. There is closure of landfills and an increase in fuel costs. Gas and diesel line items have increased due to the price of fuel. There was a decrease in operating costs due to the LED lighting. Electricity savings are significant; the electricity is a bit lower due to the new addition of LED lighting. The capital outlay has reduced, mostly due to a decrease in request. The town is still operating under a limit of \$15,000 for individual capital purchases. In terms of staffing, there will be an FTE neutral reorganization to prepare for upcoming retirements.

Vote: [14-0-0]

- Waste Removal (A) **\$2,322,124**

The line item is contractual for the collection and disposal on a **three year** basis (contract) with this being the last year of the contract. With everyone at home due to the pandemic, the department had increased the tonnage to create the buffer and in hopes to return back to a normal run of **7,000** tons compared to this year's number, **7,500**. However, we need to expect a significant increase to this line item next year based on the reasons cited above. There was motion was made and seconded to accept the budget.

Vote: [14-0-0]

- Street Lights (A) **\$360,500**

The item line is down mostly due to an outstanding balance; the town is making progress on paying that item off. Therefore, the request for service has decreased. The budget has been level-funded for well over **10 years**, including the installation of the LED lights.

Vote: [14-0-0]

- DEP Drinking Water (A) **\$15,000**

An assessment the state charges the town **annually** for the use of the water – as the town transitions into producing less water, the budget will decrease over time. The line item is considered an accommodation rather a part of the operating budget due to it being a state mandate. The W&M asked the town to move this into the operating budget since the line item doesn't fluctuate year to year like other accommodated accounts. A motion was made and seconded.

Vote: [14-0-0]

549 – Youth and Family Services **\$504,942**

The budget for the line item is level-funded and mentioned at an increase of **\$6,710** (or **1.35%**) – there is an increase to full-time salaries from steps, a decrease in part-time salary line item. A **19-hour** halftime position is being converted to a **35-hour** non-benefited position and will be compensated through the ARPA funds (federal grant). The number of people in the community involved in the program has increased approximately **20%** this past year and the department anticipates an inflation in the a couple years down the line. The subcommittee voted 2-0 in support. A motion was made and seconded.

Vote: [14-0-0]

Accommodated Accounts **\$7,605,697**

- Debt Interest & Principal

An increase of **12.2%** – the committee presented a **10-year** plan that includes (1) the addition of three items to the bond schedule when it gets approved (2) Public Safety communication tower (3) the bi-annual road work paving and sidewalk (4) the MWRA non-tax support article. The subcommittee voted 2-0 in support. A motion was made and seconded.

Vote: [14-0-0]

691 – Historical Commission

****scheduled for future meeting**

161 – Town Clerk

\$493,265

The budget for the line item is mentioned at an increase of \$81,428 (or 19.77%). There is an increase to full-time salaries from steps, materials and supplies are up due to an increase of both paper and postage, and an increase in capital outlay for an electronic seal. The subcommittee voted 2-0 in support. A motion was made and seconded.

Vote: [14-0-0]

162 – Board of Registrars

\$13,150

The committee attempted to collect all of the recording secretary budgets to consolidate them into a single budget; a portion of the budgets were under the town administration. For the third year, Townhall II has not met to discuss the line item (however it is not imperative). The subcommittee voted 2-0-0 in support. A motion was made and seconded.

Vote: [14-0-0]

630/631 – Recreation & Recreation Maintenance

\$1,979,983

The line item is within guideline – there was an increase of 2.27%, a decrease of 29% in contracted services due to a discontinuation of printing and delivering program brochures (it's made accessible online but a paper brochure can be provided upon request), a decrease of 67% in the transportation line (the purchase of a van was delayed in hopes of grant funding). Recreation maintenance have a 3% decrease in full-time salaries due to retirements and new employees commenced at a lower pay and a decrease in part-time due to the cut back on the number of part-time summer staff which will offset the request for an assistant. There is a 33% increase in capital outlay for single purchase of a seed spreader for the tractors as a continuation of the plan to control seeding and field care from contracting.

The vote to approve the budget was scheduled for the 4/13/2022 W&M meeting.

176 – Board of Appeals

\$13,731

The budget is level funded from the previous FY22. A motion was made and seconded to approve the budget.

Vote: [14-0-0]

Approval of Minutes: A motion was made and seconded to the approval of 3/30/22.

Vote: [11-0-3]

For: Frank, Brad, Doug, Mike, Phil, Roger, Ed, John, Steve, Rob, Meghan

Against: None

Abstain: David, Sonia, Chris

MEETING ADJOURNED.