



Braintree Town Council
Committee of Ways & Means
One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS
Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

MINUTES
Tuesday, March 30, 2023
Meeting #2 - 2pm

A meeting of the Committee of Ways & Means was held in Johnson Chambers, on Thursday, March 30, 2023 at 2p.m.

Councilor Reynolds was in the Chair.
Clerk of the Council, Susan Cimino conducted the roll call.

Present: Joseph Reynolds, Chairman
Julia Flaherty, Vice-Chairwoman
Elizabeth Maglio, Member

Also Present: Ed Spellman, Director of Municipal Finance
Jim Arsenault, DPW Director
Ben Hulke, Asst DPW Director
Mike McGourth, Director Facilities Department

Approval of Minutes

- None

Old Business

- None

New Business

- **23 012 Mayor: FY23 Supplemental Appropriation #1 or take up any action relative thereto (Public Hearing at the full Council on April 4, 2023)**

Chairman Reynolds asked for a Motion to take off the table Order 23 012.

Motion: by Councilor Flaherty to take off the table Order 23 012

Second: by Councilor Maglio

Vote: For (3—Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

It was explained as we approach the end of Fiscal Year 2023, we have identified several additional areas that require supplemental funds to support operations to the end of the fiscal year (June 30, 2023). The major items requiring funding are fire overtime, DPW expenses related to the maintenance consolidation with BPS, School Facilities for maintenance and repairs, equipment replacement/repairs and fuel/gasoline related line items for multiple departments.

We have worked with the Fire Chief to fund the overtime account at a more realistic number; however, injuries and sick time have resulted in overtime to cover the mandatory level of firefighters per shift. A new group of four firefighters has just graduated from the academy and is expected to reduce overtime costs through the end of the fiscal year, but additional funding is required to close out this year.

Furthermore, the Maintenance Consolidation between Town and School Facilities Departments has required salary adjustments due to the merger. Additionally, due to the unanticipated rising costs of gasoline and diesel, Police, Fire, and the DPW require additional financial support. Further, Police, Fire and DPW have experienced increased costs for necessary equipment repairs and maintenance of an aging vehicle fleet. Both Fire and DPW have had to replace aged equipment; for example, one set of tire tubes for the DPW's heavy equipment costs \$4,000. School Facilities has experienced inflationary pressure on necessary custodial supplies and requires further additional funding for building repairs, asbestos abatement, and ongoing building maintenance. Finally, additional funding is required for Human Resources for drug testing and pre-employment screening, Finance for increased insurance premiums and debt service on certain funds, Elder Affairs for fuel, utilities and building maintenance, and Licensing and Inspection for fuel and mileage.

As with prior supplemental appropriations, Finance Director Ed Spellman and the Mayor have worked closely with Department Heads to identify funds that will not be spent prior to the end of the fiscal year to significantly reduce the amount of free cash required to close out the year. As a result of these diligent efforts, department heads identified funds in the amount of \$1,104,994.30. This funding is available due to decisions to not fill positions immediately after they were vacated, delaying hiring in certain departments, setting aside funds in the 9C account at the beginning of the year and other savings resulting directly from our continued conservative fiscal management throughout the year.

In total, the current amount of supplemental funding required is \$1,587,081. The savings identified in the Departments of \$670,329 and \$434,665.30 from the County ARPA will reduce the amount required from free cash to \$482,086.70. A detail of the line items and transfers are attached to this memorandum for your review.

The supplemental request is broken down as follows:

- School Facilities--\$512,000
- DPW--\$464,770
- Fire Department--\$449,810
- Police Department--\$86,001
- Finance/ HR--\$66,300
- Elder Affairs--\$7,400
- License and Inspections--\$800

Chairman Reynolds stated we are here to discuss DPW's request for supplemental. Chairman Reynolds asked if there was anyone from the Mayor's office who would like to speak on Order 23 012.

Ed Spellman explained what you have left to discuss is Motion 1 (dealing with school facilities) and Motion 2 (DPW department) are the items to be discussed this afternoon.

Jim Arsenault, DPW Director stated the schools have merged with the DPW as far as maintenance of the buildings and the grounds. This increase is we needed a lot of items to function properly from the DPW/school side. Some increases in the DPW are school related items and the vehicles are getting old and breaking down. Prices have gone up for a lot of the elements we are using.

Ben Hulke, Asst DPW Director stated our newest vehicles are costing us a lot of extra money. These diesel filters and runs the engine hotter. We had to spend \$40,000 in repairs for one. Even swapping filters out we still get expensive repairs. We tried to rebuild engines to keep some of the older fleet. We need a certain amount of vehicles to operate. We had a handful of unexpected repairs. This is a preventative maintenance step under federal mandates to comply with the Clean Act with the new vehicles.

Chairman Reynolds asked if any Committee members would like to speak on Order 23 012. Questions were asked by members.

Councilor Flaherty stated you mentioned two issues. One with aging fleet of vehicles and the other when the engine light goes on in the newer vehicles you have problems resolving the issues. Ben Hulke, Asst DPW Director stated it is frustrating the newer vehicles are having these issues. The newer stuff is all computer, electronics, sensors. The older vehicles are parts breaking and rotting.

Councilor Flaherty asked what would help you?

Ben Hulke stated new equipment. The issues with the new equipment need to see the dealer or special manufacturer. The diagnostic equipment comes at a huge cost and has to be updated. It is hard to keep all those activities in-house. It can get too costly.

Chairman Reynolds stated new technologies must be very challenging and hard to keep someone in-house to do this. Are there warranties in place to cover any issues.

Ben Hulke stated the longer the warranties the more they cost. Most have a 3 year warranty and can pay additional for more years. We get the quotes and work the funding requests.

Chairman Reynolds stated we can now discuss the School Facilities request for \$512,000.

Councilor Flaherty asked about a previous allocation to pay for a hot water tank but seems like there were too many other plumbing issues in the meantime and need that funding. Now we are asking to replace the hot water heater.

Mike McGourty, Facilities Director stated when we took over it was a small group and they could not handle any of these projects. We didn't know the hot water tank was a problem until we got in there and started doing work. It was 52 years old. It was the original tank. We were hoping to replace it earlier in the year but we had a bunch of other heating issues we had to jump on. When we took over we did see the money for the hot water tank was set aside by the schools. When we made the change out that money was gone and we had no control over that. We had no access to that account. I know we had to do the work at hand.

Councilor Flaherty had a reply from Ed Spellman stating today the money spent included \$80,000 for the elevator repair, \$110,000 for media center update. At the end of the year the plan for the replacement of the water heater had not yet materialized and money for plumbing repairs across the district had exhausted that line.

Jim Arsenault, DPW Director stated in the future there will be no question on where money was spent. That won't happen in the DPW.

Councilor Maglio stated did the water heater get replaced yet?

Mike McGourty, Facilities Director stated we had too many other plumbing issues. The water heater was leaking while we were working on it. We were in a dire need to address it.

Councilor Maglio stated does the superintendent of schools know the water heater has been done yet because it sounds like the \$215,000 will be used for the water heater. It might have already been done. We might want clarification from the superintendent.

Chairman Reynolds stated I think it is important to get an accounting of the other repairs or plumbing that used the \$215,000. I just want to see a more accountability and how it was spent. Were they outstanding bills that needed to be paid? Were they unanticipated repair costs?

Councilor Flaherty asked about the \$5,000 for a casual employee.

Jim Arsenault stated staffing that are temporary in nature. They are not a formal employee of the town. They are under a contract. There are no benefits and rights of a regular employee.

Councilor Maglio stated that it is unrealistic to say here is the budget and then we ask for more money in a supplemental. We vote on the budget and it is really not the cost of what it will take to keep all our systems running and all our people paid.

Chairman Reynolds asked if there is a Motion for Order 23 012 items 1 through 7.

Motions read by Councilor Flaherty for Favorable Recommendation to the full Council:

1 School Facilities

Motion: That the sum of \$119,313.30 be transferred from Finance/ Administration Program 01/ 9C Reserve Account; \$5,000 be transferred from Human Resources/ Veterans Benefit Program 06/ Veterans Benefits Account; and \$387,686.70 be transferred from Fiscal Year 2022 Certified Free Cash for a total of \$512,000 to the following accounts \$50,000 be transferred to DPW/ School Facilities Program 07/ Custodial supplies Account; \$150,000 be transferred to DPW/ School Facilities Program 07/ School Building Repairs Account; \$40,000 be transferred to DPW/ School Facilities Program 07/ School Asbestos Management Account; \$10,000 be transferred to DPW/ School Facilities Program 07/ Electric Supplies Account; \$9,000 be transferred to DPW/ School Facilities Program 07/ School Time clock/ PA System Account; \$30,000 be transferred to DPW/ School Facilities Program 07/ School Plumbing Supplies Account; \$90,000 be transferred to DPW/ School Facilities Program 07/ School Heat Ventilation Supplies Account; \$30,000 be transferred to DPW/ School Facilities Program 07/ School Security Alarms Account; \$3,000 be transferred to DPW/ School Facilities Program 07/ School Fire Extinguishers Account; \$100,000 be transferred to DPW/ School Facilities Program 07/ Plumbing Hot water System Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (1)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

2 Public Works Department

Motion: That the sum of \$226,071.30 be transferred from Fiscal Year 2023 County ARPA Revenue Loss Fund; \$12,284.70 be Transferred from Finance/ Administration Program 01/ 9C Reserve Account; \$75,000 be Transferred from Library/ Current Topics Program 05/ Librarians Account; \$3,000 be transferred from Planning and Development/ Administration Program 01/ Internships Account; \$6,000 be transferred from Planning and Development/ Administration Program 01/ Administration Expense Account; \$41,000 be transferred from Planning and Development/ Zoning Board of Appeals Program 06/ Administration Account; \$250 be transferred from Planning and Development/ Planning Board Program 04/ Eyeglasses Account; \$200 be transferred from Planning and Development/ Planning Board Program 04/ Clothing Account; \$10,000 be transferred from Planning and Development/ Economic Development Program 07/ Consultant Account; \$1,000 be transferred from Planning and Development/ Economic Development Program 07/ Legal Ads Account; \$1,952 be transferred from Planning and Development/ Economic Development Program 07/ Dues and Membership Account; \$75,000 be transferred from Human Resources/ Veterans Benefit Program 06/ Veterans Benefits Account; and \$13,012 of FY 2022 Certified Free cash for a total of \$464,770 to be transferred to the following accounts \$15,986 be transferred to DPW/ Facilities Program 02/ Department Head Account; \$15,784 be transferred to DPW/ Facilities Program 02/ Assistant Department Head Account; \$68,000 be transferred to DPW/ Facilities Program 02/ Laborer- Custodian Account; \$50,000 be transferred to DPW/ Facilities Program 02/ Casual Employee Account; \$30,000 be transferred to DPW/ Facilities Program 02/ Overtime Account; \$20,000 be transferred to DPW/ Facilities Program 02/ Lighting Account; \$21,000 be transferred to DPW/ Facilities Program 02/ Water- Sewer Account; \$80,000 be transferred to DPW/ Facilities Program 02/ Outside Motor Vehicle Repairs Account; \$4,000 be transferred to DPW/ Facilities Program 02/ Tires - Tubes Account; \$50,000 be transferred to DPW/ Equipment Maintenance Program 03/ Outside Motor Vehicle Repairs Account; \$20,000 be transferred to DPW/ Equipment Maintenance Program 03/ Equipment Maintenance Account; \$15,000 be transferred to DPW/ Equipment Maintenance Program 03/ Tire - Tube Account; \$75,000 be transferred to DPW/ Environmental Affairs Program 12/ Recycling Processing Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (2)

Second: by Councilor Maglio

Vote: For (3—Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

3 Fire Department

Motion: That the sum of \$208,584 be transferred from Fiscal Year 2023 County ARPA Revenue Loss Fund; \$48 be transferred from Planning and Development /Economic Development Program 07/ Dues and Memberships Account; \$45,000 be transferred from DPW/ Engineering Program 04/ Department Head Account; \$6,000; DPW/ Engineering Program 04/ Engineering Intern Account; \$2,000 be transferred DPW/ Cemetery Program 13/ Part Time employee Account; \$30,000 be transferred from DPW/ Recreation and Community Events Program 15/ Department Head Account; \$200 be transferred from DPW/ Recreation and Community Events Program 15/ Meeting and Seminars Account; \$530 be transferred from DPW/ Recreation and Community Events Program 15/ Dues and Memberships account; \$35,000 be transferred from DPW/ Summer Program 20/ Summer Part time Account; \$91,933 be transferred from Finance/Principal on Debt Program 50 / Principal on Debt Account; \$15,566 be transferred from Finance/ Interest on Debt Program 51 / Interest on Debt Account; \$14,949 From Finance/ Assessors Program 07 /Department Head Account for a total of \$449,810 to be transferred to the following accounts \$250,000 to be transferred to the Fire/ Fire Suppression Program 04/ Overtime Account; \$9,695 to be transferred to the Fire Administration Program 01/ Telephone Account; \$12,328 be transferred to Fire/ Building Maintenance Program 02/ Lighting Account; \$ 7,728 be transferred to Fire/ Building Maintenance Program 02/ Natural Gas Account; \$27,490 be transferred to Fire/ Building Maintenance Program 02/ Custodial Supplies Account; \$5,353 be transferred to Fire/ Building Maintenance Program 02/ Water- Sewer Account; \$3,123 be transferred to Fire/ Equipment Maintenance Program 03/ Equipment Maintenance Account; \$10,346 be transferred to Fire/ Equipment Maintenance Program 03/ Gas Account; \$29,018 be transferred to Fire/ Equipment Maintenance Program 03/ Diesel Account; \$5,702 be transferred to Fire/ Fire Suppression Program 04/ Deskman Account; \$32,393 be transferred to Fire/ Fire Suppression Program 04/ Out of Grade Account; \$48,047 be transferred to Fire/ Fire Suppression Program 04/ Replacement Equipment Account; \$8,587 be transferred to Fire/ Fire Boat Program 09/ Boat Maintenance Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (3)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

4 Police Department

Motion: That the sum of \$3,001 be transferred from the Waterways Improvement fund; \$63,389 be transferred from Blue Hills/ Regional School Assessment account and; \$19,611 be transferred from Fiscal Year 2022 Certified Free Cash for a total of \$ 86,001 to the following accounts \$3,465 be transferred to Police/ Building Maintenance Program 02 / Natural Gas Account; \$1000 be transferred to Police/ Building Maintenance Program 02 /Water- Sewer Account; \$16,730 be transferred to Police/ Building Maintenance Program 02 / Equipment Maintenance Account; \$7,501 be transferred to Police/ Building Maintenance Program 02 /Building Repairs Account; \$10,678 be transferred to Police/ Equipment Maintenance Program 03 /Outside Motor Vehicle Repairs Account; \$3,197 be transferred to Police/ Equipment Maintenance Program 03 /Tire/ Tubes Account ; \$40,429 be transferred to Police/ Equipment Maintenance Program 03 /Gasoline Account; 5360 be transferred to Police/ Harbormaster Program 09 /Outside Motor Vehicle Repairs Account; 52,000 be transferred to Police/ Harbormaster Program 09 /Gasoline Account and \$641 be transferred to Police/ Harbormaster Program 09 / Uniform Allowance Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (4)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

5 Finance Division

Motion: That the sum of \$9,268 be transferred from the Sewer Fund/ Principal on Debt Program 50/ Principal on Debt Account; \$3,445 be transferred from FY 2022 Certified Golf Retained Earnings and \$53,587 be transferred from FY 2022 Certified Free Cash for a total of \$66,300 to the following Accounts \$26,000 be transferred to Finance/ General Insurance Program 09/ General Insurance Account; \$7,000 be transferred to Finance/ Principal on Debt Program 50 / Principal on Debt Account; \$587 be transferred to Finance/ Interest on Debt Program 51/ Interest on Debt Account; \$2,451 be transferred to Water Fund/ Principal on Debt Program 50 / Principal on Debt Account; \$6,328 be transferred to Water Fund / Interest on Debt Program 51/ Interest on Debt Account; \$489 be transferred to Sewer Fund/ Interest on Debt Program 51 / Interest on Debt Account; \$2,000 be transferred to Golf Fund/ Principal on Debt Program 50 / Principal on Debt Account; \$1,445 be transferred to Golf Fund/ Interest on Debt Program 51/ Interest on Debt Account; \$10,000 be transferred to Human Resources/ Employee Benefits Program 04/ Drug Testing Account; \$10,000 be transferred to Human Resources/ Employee Benefits Program 04/ Pre Employment Screening Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (5)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

6 Elder Affairs Department

Motion: That the sum of \$7,400 be transferred from Fiscal Year 2022 Certified Free Cash to the following accounts \$1,200 be transferred to Elder Affairs/ Administration Program 01 / Office Supplies Account; \$1,200 be transferred to Elder Affairs/ Equipment Maintenance Program 02 / Gas Account; \$2,000 be transferred to Elder Affairs/ Equipment Maintenance Program 02 / Outside Motor Vehicle Repairs Account; \$1,200 be transferred to Elder Affairs/ Building Maintenance Program 03 / Building Repairs Account; \$1,200 be transferred to Elder Affairs/ Building Maintenance Program 03 / Telephone Account; \$600 be transferred to Elder Affairs/ Building Maintenance Program 03 / Water Sewer Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (6)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

7 License & Inspections Department

Motion: That the sum of \$800 be transferred from Fiscal Year 2022 Certified Free Cash to the following accounts \$200 be transferred to License & Inspections / Health Program 02/ Mileage Account; \$600 be transferred to License & Inspections/ Equipment Maintenance Program 03/ Motor Vehicle Fuel Account.

Motion: by Councilor Flaherty for Favorable Recommendation to the full Council to Approve Order 23 012 (7)

Second: by Councilor Maglio

Vote: For (3–Flaherty, Maglio, Reynolds), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 3:40p.m. by Roll Call Vote.

Respectfully submitted,
Susan M. Cimino
Clerk of the Council

Documents provided for Meeting

- 23 012 Mayor: FY23 Supplemental Appropriation #1 or take up any action relative thereto