

May 17, 2017
RECEIVED
TOWN CLERK'S OFFICE
2017 SEP 19 P 3:44
TOWN OF LUDLOW

Meeting of the Finance Committee dated Wednesday, May 17, 2017 beginning at 6:05 p.m. in Conference Room #1 in the Ludlow Town Hall.

Members present: Maureen Downing, Chairman, Eric Gregoire, Heidi Fogg, Joan Cavallo, Richard Moskal, Raymond Yando and Beverly Tokarz

Members excused: Susanne Boyea

First Order of Business: The Pledge of Allegiance

At this time the committee met with Elsa Barros, Town Treasurer to discuss her request for a Reserve Fund Transfer in the amount of \$27,000. There is a low balance in Legal Services. There is a -\$24,000 in the account and she has two more months before the close of the year. She asked the attorney to keep the next two bills at \$1,500 or lower, she will try. They won't be working on tax titles for the next few months to keep costs down. There have been more than usual tax titles this year. More people are going to payment plans. They work with the attorney on payment plans. To get on payment plans they have to go to court which costs \$515 to start foreclosure proceedings. They also have to pay the Registry of Deeds up front.

Moved by Mr. Gregoire, seconded by Ms. Cavallo to transfer \$27,000 to the Treasurer's Department for Legal Services

Vote: 7-0 in favor

Ms. Downing informed the committee that Nelson Duarte does not want to seek re-election. Contact Mr. DaCruz and the Town Clerk of the vacancy. Post the vacancy and if there is anyone else interested then notify Mr. Carpenter if he is interested in the position.

Reorganization of the Board of Appeals: Anthony Jarvis, Chairman, Paul Zielinski, Vice Chairman, Kathleen Bernardo, Manny Lopes, Joseph Wlodyka and Alan Aubin, Members

Reorganization of the Safety Committee: Brian Shameklis, Chairman, Penny Lebel, Vice Chairman, Christopher Coelho, Justin Larivee, Ryan Pease, Philip McBride, Alex Simao, James Machado, Barry Linton and Derek Smolinski, Members

Reorganization of the Recreation Department: Sean McBride, Chairman, Jason Martins, Vice Chairman, Don Cameron, Member

Reorganization of the Board of Selectmen: William Rooney, Chairman, Manuel Silva, Vice Chairman, Carmina Fernandes, Derek DeBarge and Brian Mannix, Members

At this time Mr. Moskal gave the committee an update on the Senior Center Building Committee. They held a meeting today. There was a funding approval of \$20,000 passed at the Town Meeting for miscellaneous items and professional services which will be addressed to get

the committee ready for a Special Town Meeting in January or February which needs to be held within 45 days of the Town Election in 2018. Ms. Downing said that there will be a Special Town Meeting in July. Plans to date: The committee will start meeting with Town department is (September, Board of Selectmen, Assessors, Finance, Council on Aging, DPW, Planning). The committee has settled on a location on State Street but it's up to the owners of the property re: the cost of the property. Everything will be contingent on the March ballot for approval to move forward. Getting a construction company to deal with the OPM is a key factor. Their other goals: Interview for the OPM Architect, develop construction documents, plans, bidding, award and execute the contract, begin construction. At one point they were looking at a 2019 ribbon cutting, now it's Valentine's Day 2020. They will be putting out a communication pamphlet. The Senior Center is functioning in a basement of a 110 year old building with high costs to keep the facility in operation. The presentations which they will make starting in September will be design costs of the project based on timeframe. The original needs assessment will be their baseline to develop a design. Ms. Downing asked what they were asking for at Town Meeting? Mr. Moskal said they will be asking for the full amount to go forward to ballot but the ballot will not have the amount, which is not allowed. The cost is discussed and approved at Town Meeting. The ballot will say approval for a Senior Center. The financing will be a debt exclusion. Ms. Villano and the attorneys have the answer to that question. Ms. Downing would want to know and would hope that there would be some conversation between the School Building Committee, the Town Accountant, Assessors and the Senior Center Building Committee so that the community could look at the whole picture on a timeline of how it's going to impact the Town and be made available at the Special Town Meeting. The Center Street project is a nightmare; with what the cost was supposed to be and what it will cost. That would be a million dollar project. That project would probably come in before the school and Senior Center. With a timeline of over the next 10 years, she would like to see an impact to the Town of all of the major projects. One important thing that should happen is to have a Finance meeting at the Senior Center in September. At that time a presentation will be made and there will be a tour. Ms. Downing is very concerned about the impact the projects will have on the taxpayer. She also fears that if the health bill passes in the Senate that the repercussions for health insurance and Medicare and all the things that will trickle down from the State is going to create a nightmare. She is concerned that the funding from the State will not be as generous as previous years. That will cause people to pay more for their health insurance down the road. Mr. Moskal said there will be open meetings and hearings. There is a list of all the important departments that they will be meeting with. There will be a standard presentation, which includes, the design, cost based on the time frame based on the cost of materials over a period of time, the tax impact and updates from the Council on Aging on what they are doing. He received documents from Holyoke and Chicopee on the costs of their project which he presented to the committee. The cost increase has to be considered if the project is prolonged. Ms. Downing commented on the school project and the State involvement, renovations of the other schools etc. Mr. Moskal said the committee will also meet with the Rotary Club, Lions Club and make the same presentation. They will also hold open house sessions. Ms. Downing said to use social media and put up renderings of the proposed building.

Moved by Mr. Gregoire, seconded by Ms. Cavallo to approve and sign the Finance Committee Minutes of March 15, 2017
Vote: 7-0 in favor

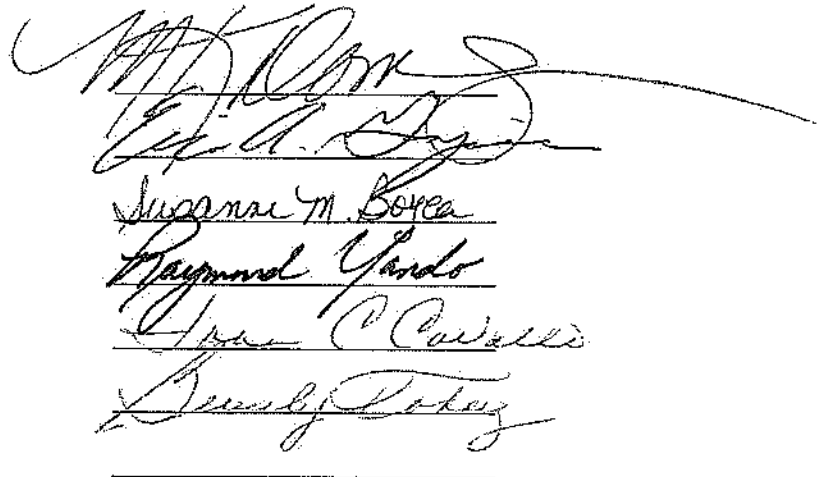
Moved by Mr. Gregoire, seconded by Ms. Cavallo to approve and sign the Finance Committee Minutes of March 29, 2017
Vote: 7-0 in favor

Moved by Mr. Gregoire, seconded by Ms. Cavallo to approve and sign the Finance Committee Minutes of April 12, 2017
Vote: 7-0 in favor

There will be another Town Meeting in July and another Special Town Meeting in January or February. Next month's meeting will be held on June 21, 2017. The committee will be dealing with Interdepartmental Transfers and maybe a warrant article from the DPW. Ms. Collins will send out a memo to departments on the 1st or 2nd of June relative to the transfers. The committee discussed the transfers and the background information that must be provided in order for the committee to approve the transfers. There was discussion on how to proceed with the transfers with Ms. Collins so that Finance can also review the transfers prior to the 21st meeting.

Mr. Yando asked about the cemetery land that the Town purchased last year. There was a misprint in the paper regarding a sale. Mr. Moskal would like the Town to consider restructuring the budget to a 13 month accounting period basis instead of 12 months because there are certain functions with different pay periods. Ms. Collins said that the MUNIS system could not accommodate that way of budgeting.

Moved by Mr. Moskal, seconded by Mr. Yando to adjourn the Finance Committee meeting at 7:35 p.m.
Vote: 7-0 in favor

A series of five handwritten signatures in black ink, stacked vertically. The signatures are: 1. A large, stylized signature that appears to be 'M. Moskal'. 2. A signature that appears to be 'C. Collins'. 3. A signature that appears to be 'Suzanne M. Borea'. 4. A signature that appears to be 'Raymond Yando'. 5. A signature that appears to be 'John P. Cavallo'. Below the signatures is a horizontal line.

Ludlow Finance Committee