
TRI-BOARD BUDGET SUBCOMMITTEE WORKSHOP
APRIL 3, 2013

I. Call to Order

Board of Selectmen Chairman Paul Salafia called the Tri-Board Budget Subcommittee Workshop to order at 6:04 P.M. in the Selectmen's Conference Room in the Town Offices.

Attendees:

Board of Selectmen: Paul Salafia, Brian Major

School Committee: Paula Colby-Clements, Annie Gilbert

Finance Committee: S. Jon Stumpf, Joanne Marden, Linn Anderson, Jeannie Moffitt,
Paul Fortier

Others: Town Manager Buzz Stapczynski, Superintendent Marinel McGrath, Assistant Town Manager Steve Bucuzzo, and Director of Finance Donna Walsh

II. FY-2014 Budget Discussion

The amount of the FY-14 School Budget recommended by the Town Manager is \$68,634,031. The School Department is requesting \$70,278,272 which includes moderate funding for the Strategic Plan. The gap, not including the Strategic Plan, is approximately \$768,000 and \$1.6 with Strategic Plan funding.

School Committee Chair Paula Colby-Clements stated that based on a review of certain areas within the budget, it looks like there could be a surplus in the FY-2013 School Committee Budget at the end of the year. They are still screening the budget in search of areas to adjust and looking more closely at assumptions to see if any revisions could be made (contact assumptions, circuit breaker assumptions, etc.) but they won't have this information available until the end of the week. The School Department needs to untangle the surplus and determine what constitutes sustainable change or what could be a one-time cost. Savings from advancement in the Teachers Contract relative to track changes and staff development courses was discussed.

Work Sessions and Executive Sessions will be scheduled by the Boards to discuss and set some goals and objectives, decide what is attainable and what is not to arrive at a direction to move forward. The attendees discussed Chapter 70 funds, the House 1 budget, and concern that the Governor's budget, which is tied to tax increases, making it difficult to measure what the budget will be.

The School-related CIP Warrant Articles will be voted on by the School Committee at their April 11th meeting. Superintendent McGrath will meet with the Town Manager to discuss the Feasibility Study, the DMS Site Improvements and other items to be bonded and will share the results of the discussion with the School Committee. There are some urgent

items in the CIP that will cost more than \$500,000 and are safety related which could cause bigger problems later on if not taken care of this year.

The warrant article for the AHS Tennis Court Renovation project addresses the extensive work required. MIAA is ready to shut the courts down if they are not repaired. How to address funding the request and the \$40K donation from the Friends of Tennis was discussed. They also talked about the warrant article for the Doherty Middle School Site Improvement and the Special Town Meeting to be held within the Town Meeting for the proposal to address the needs of the Senior Center and Phase II of the Youth Center Building Project.

A budget sub-committee meeting will be scheduled on April 12th at 3:00 P.M.

III. Adjournment

The meeting adjourned at 6:42 P.M.

Respectfully submitted,

Dee DeLorenzo, Recorder

BOARD OF SELECTMEN – APRIL 3, 2013

I. Call to Order/Roll Call

Chairman Paul Salafia called the Regular meeting of the Board of Selectmen to order at 7:09 P.M. on April 3, 2013 in the Selectmen's Conference Room at the Town Offices. Present were: Chairman Paul Salafia-Y and Selectmen Alex Vispoli-Y, Brian Major-Y, and Dan Kowalski-Y. Also present: Town Manager Reginald S. Stapczynski and Assistant Town Manager Steve Bucuzzo. The meeting was duly posted and cablecast live.

II. Opening Ceremonies

Chairman Salafia led the members in a Moment of Silence followed by the Pledge of Allegiance.

III. FY02014 Budget

The Finance Committee joined the Board of Selectmen's meeting for the Information Technology Budget presentation given by CIO Paul Puzanghera.

Mr. Puzanghera provided a status of the FY-2013 CIP article voted at the 2012 Town Meeting and explained the request for the FY-2014 CIP. The funds approved at the 2012 Annual Town Meeting for FY-13 in the amount of \$2.5M would upgrade the Town/School existing data, video and telecommunications infrastructure, provide school and municipal wireless capabilities in every building, network capacity, servers, storage, multimedia tools, interactive projectors in the classrooms and conference rooms, video projection, combining of domains, telecommunications, virtualization, printer consolidation, updating of administration PC's and a complete refresh of all teacher laptops. To date, \$648K has been spent towards these upgrades which make up over 55 IT projects with 357 separate related projects. Approximately \$1.5M remains for outstanding projects with \$332,000 not currently allocated.

The four CIP articles for FY-14 include: IT-1 for \$218K for an Annual PC Replacement for administrators and teachers. Mr. Puzanghera spoke about the need for a plan for sustainable Information Technology, to agree on a fixed replacement cycle and to move to a fixed annual expenditure and to discontinue viewing PC replacement as a capital expense. IT-2 is a request for \$125K for Student Fleet Virtualization to replace Town and School shared workstations in libraries, school media centers, laboratories (science labs, language labs, music labs CAD/CAM, video editing, etc). IT-3 is a request for \$120K for the development of a Video Server Infrastructure to replace existing antiquated, coaxial cable and acquire new hardware to store and catalog video information and deliver it to any town/school use. IT-4 is a request for \$125K for a website upgrade.

Mr. Puzanghera explained the benefits of leasing PC's and laptops vs. purchasing them. Leasing provides on-going support with a full warranty, a consistent budgeted

amount each year and a replacement cycle every four years. It was pointed out that at some point the cable franchise funds being used to fund IT projects could go away. The attendees discussed alternative funding source scenarios to consider for future years. The Board of Selectmen and Finance Committee thanked Mr. Puzanghera for his presentation. The Finance Committee left the Board of Selectmen's meeting.

Budget Discussion and Votes

Warrant Article #37 – IT-1 Annual PC Replacement for Administrators and Teachers:

Selectman Major motioned to recommend approval of Warrant Article #37 for the Annual PC Replacement for Administrators and Teachers in the amount of \$218,000 to be funded from the Cable Franchise Fee. The motion was seconded by Selectman Kowalski and voted 4-0 to recommend approval.

Warrant Article #25 – Fire Rescue Vehicle

Chief Mansfield distributed a copy of the Fire/Rescue Vehicle Replacement Schedule and noted that the purchase of new vehicles has been deferred over the past several years due to fiscal restraints. Ambulance 3 is due for replacement as it is now 12 years old. It was noted that the amount requested in the CIP for the ambulance is \$245,000 with the additional funds for the marine trailer.

Selectman Major motioned to recommend approval of Warrant Article #25 – Fire Rescue Vehicle in the amount of \$245,000 for the purchase of the ambulance only. The motion was seconded by Selectman Vispoli and voted 4-0 to recommend approval

Following the vote on Warrant Article #25, the Board discussed leaving the funding for the Advanced Life System in the budget in case it is needed if the agreement to collaborate with LGH comes to fruition in 2014. If licensed at the ALS level, the opportunity will allow the Department to hire two paramedics from Civil Service to fill two upcoming vacancies this July.

Warrant Article #32 – AHS Tennis Court Renovations

The Board talked about the future site work at the AHS parking lot area and whether it will have any effect on the AHS Tennis Courts. The request is to check the advice of contractors and also to look into financial liability (bonding). The Town Manager will report back to the Board at the next meeting.

IV. Adjournment

On a motion by Selectman Kowalski and seconded by Selectman Major, the Board voted 4-0 to adjourn the Regular Meeting of April 3, 2013 at 9:08 P.M.

Respectfully submitted,

Dee DeLorenzo, Recorder

Documents: Information Technology Presentation