

Canton Finance Committee  
Meeting Minutes  
Monday, May 14, 2018

Minutes Voted on: 6/18/18  
Vote: 3-0-4

**Members Present:**

Rob Barker, Cynthia Holcombe, Tim McKenna, Barbara Saint André and Cindy Thomas.

**Members Absent:** All members were present.

**Guests Present:**

Charlie Aspinwall, Town Administrator  
John Connolly, Chair, Board of Selectmen  
Mike Trotta, Superintendent, Department of Public Works  
Jim Murgia, Finance Director  
Ellen Jones, Finance Committee Secretary

**Opening:** A meeting of the Canton Finance Committee was called to order by Chairman Barker at 6:13 pm. on Monday, May 14, 2018 in the Cafeteria of the Canton High School.

**A. Approval of Agenda**

There was no formal approval of the agenda.

**B. Announcements**

There were no formal announcements made at the meeting.

**C. New Business**

**Article 60 – Authorize Disposition of the Gridley School – New Motion– Discussion with Mr. Connolly and Mr. Aspinwall**

Mr. Aspinwall provided the following information regarding the BOS recommendation to dispose of the Gridley School:

- The BOS voted 5-0 to dispose of the Gridley School.
- The Town has spent \$153,000 to stabilize the roof structure which had separated from the main building due to snow load.
- It has been determined that the Town does not need the Gridley School.
- The building has historical significance on the exterior but the interior has little historical value.
- Potential Town uses such as town record storage space were discussed but because of structural issues future use would be limited to the first floor of the building.
- Potential community uses such as a museum or an artist space were considered but later dismissed because museum space was being planned for the Paul Revere Heritage Site.
- The second floor of the building could not be used due to structural issues.
- Repairs to the Gridley School would be competing for other significant capital needs currently in the pipeline for both the School Department and Municipal Departments.
- The Gridley School is currently zoned as single residence B and could be offered to the Canton Housing Authority for housing units.
- Application to the Zoning Board could also be made to convert the building into two condominium units.

- A new roof and soffit work would be needed at a cost of \$140,000. Improvement needs for other Town structures include approximately \$2.6 million over the next five years and another \$80,000 in years 5-10.
- The Task Force's recommendation was to place a historical preservation restriction on the Gridley School to preserve the exterior of the building and authorize the BOS to sell the structure. Town Counsel could prepare the historical designation. The Town would have to go out to bid for the sale of the structure for condominium use.

**A motion made by Ms. Saint André to reconsider Article 60 was seconded by Ms. Holcombe. Vote: 5-0-0.**

(The Finance Committee had originally voted that the subject matter of Article 60 be indefinitely postponed due to lack of information at the time of their vote.)

**A motion made by Ms. Saint André to support a new positive motion as follows: that the BOS be authorized to sell, lease, or otherwise dispose of all or any portions of or interests in, including but not limited to a preservation restriction, that certain property identified by the Town Assessor as Map 25, Parcel 1 and located at 314 Washington Street in Canton, together with the improvements thereto, including the Gridley School; that the care, custody and control of such property be transferred to the Board of Selectmen for such purposes; and that the Board of Selectmen be authorized to take any and all related actions necessary or appropriate to carry out such sale, lease or other disposition was seconded by Ms. Thomas. Vote: 5-0-0.**

Mr. Aspinwall stated that the assessed value of the Gridley School is \$383,000.

**Article 37 – Appropriate Funds for Repair/Reconstruction of Metropolis Rink – Discussion with Mr. Connolly and Mr. Aspinwall**

Mr. Connolly provided the following information to the Finance Committee:

- The BOS is still awaiting the final results of the damage to the rink.
- They have also been waiting for decisions made by the state.
- There may be FEMA and or MEMA funds available for repair/reconstruction of the rink.
- The BOS plans to withdraw Article 37 at Town Meeting.
- A subcommittee will be reviewing various options for the rink.

The Finance Committee's position on Article 37 in the Town Meeting Recommendations was to make a recommendation at Town Meeting.

**A motion made by Ms. Thomas that the subject matter of Article 37 be indefinitely postponed was seconded by Mr. McKenna. Vote: 5-0-0.**

Mr. Connolly and Mr. McKenna left the meeting at approximately 6:30 p.m.

**Article 9 Motion 7 – New Motion – Adjust Fiscal '18 Accounts – Transfer \$250,000 from Water Enterprise Retained Earnings to the Water Enterprise FY18 Budget**

Mr. Murgia provided the following information to the Finance Committee:

- He and Mr. Trotta have been working on determining how much the FY18 budget deficit was for the Water Enterprise budget.
- This deficit had taken them by surprise because they both thought the budget was in good financial condition given the number of vacancies within the department.
- After they examined the details they both realized that there was an approximately \$250,000 budget shortfall.

Mr. Trotta provided the following information to the Finance Committee:

- Mass DEP conducts a sanitary survey every three years.

- A survey was done in September 2017 that found deficiencies in the operations of the water treatment plants. This was due to new laws and regulations.
- The water treatment plants have an automatic SCADA plan that collects data.
- In 2010 and 2012 the treatment plants were in full compliance when built.
- There has been a staff of one person with an 8 hour shift.
- During the sanitary survey it was determined that the Town was required to have the plants staffed 24/7.
- Part of the Water Enterprise budget shortfall was due to the overtime costs paid to cover two shifts at the plants that had not been budgeted for.
- The DPW had to hire an engineer to do a recertification of the plants.
- Approximately \$180,000 had been spent so far on salaries for staffing, engineering and valve replacements.
- DEP also required that extra leak surveys and cross connections surveys had to be done this year as well.
- There were primarily three items that caused the budget shortfall: 1) shift over time coverage, 2) valve replacements and 3) purchase of engineering services.
- There are six more valves that need to be replaced that may be covered through the budget. The chemical budget line item has funds that may be able to cover the cost of the valves.

Mr. Murgia stated that he would be monitoring the enterprise budgets more closely and would be issuing quarterly operating results reports in FY19. He further explained that MWRA (Massachusetts Water Resources Authority) takes out all of the funds needed for chemicals on day one of the fiscal year. Mr. Murgia stated that going forward funds would be encumbered for MWRA expenses to avoid a false sense of available funds in the budget.

**A motion made by Ms. Saint André that the sum of \$250,000 be appropriated to the Water Enterprise Fund by transfer from water enterprise surplus (retained earnings) thereby increasing the appropriation voted in Article 59 of the 2017 ATM from \$7,357,882 to \$7,607,882 with the intent that said funds shall be available in FY18 was seconded by Ms. Thomas. Vote: 5-0-0.**

**Article 22 – Acquire Permanent Easements off Dedham Street from Eagle Drive to Devonshire Drive for Utilities**

Mr. Trotta explained that the first appraisal estimate the Town received to acquire these easements was for \$40,000. Another appraisal had been done that came in at \$88,000. Permanent easements were needed to gain access to utilities. When the sidewalks were completed three years ago it was discovered the utilities were on private property. When the water main was done 15 years ago the Town relied on a county survey. Subsequently the Town discovered that the layout was incorrect on the county survey. The sidewalk and water main ended up on private property.

**A motion made by Ms. Thomas to approve the amended motion that Article 22 be amended by replacing each instance of \$40,000 with \$80,000 was seconded by Ms. Saint André. Vote: 5-0-0.**

**Article 8 - Pay Bills or Prior Years – New Motion**

**A motion made by Ms. Saint André that \$417.46 be appropriated for the Finance Director to pay a bill from FY16 from Dennis K. Burke, Inc. for heating oil purchased for Firehouse Station 2 and the \$417.46 be transferred from the FY18 Fire Department Budget voted pursuant to Article 59 of the 2017 Annual Town Meeting was seconded by Ms. Holcombe. Vote: 5-0-0.**

**Article 4 – Consent Agenda – Amended Motion**

**A motion made by Ms. Saint André that Article 4 be amended by removing Article 8 (Pay Bills of Prior Fiscal Year), Article 9 (Adjust FY18 Accounts) and Article 22 (Acquire Easements off Dedham Street) was seconded by Mr. McKenna. Vote: 5-0-0.**

**Article 2 Motion 4 – New Motion – To Recess ATM and Convene a Special Town Meeting at 7:05 p.m. on May 16, 2018**

Ms. Saint André stated that the Finance Committee did not have to vote this new motion.

**D. Other Business/Open Issues**

The Finance Committee did not discuss Operating Results as of March 31, 2018 or the Audit Reports for FY17.

**E. Approval of Minutes**

**A motion made by Mr. McKenna to approve the minutes for March 22, 2018 as written was seconded by Ms. Holcombe. Vote: 4-0-1.**

**A motion made by Mr. McKenna to approve the minutes for April 2, 2018 as written was seconded by Ms. Holcombe. Vote: 4-0-1.**

**A motion made by Mr. McKenna to approve the minutes for April 5, 2018 as written was seconded by Ms. Holcombe. Vote: 4-0-1.**

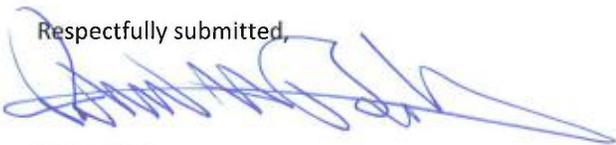
The March 26, 2018 minutes would be presented for approval at a future meeting.

**F. Next Meeting Dates:** The next meeting date was scheduled for Wednesday, May 16, 2018 at 6:30 p.m. The Finance Committee would not have the required quorum of five members due to the absence of one Committee member, therefore, the Finance Committee decided not to meet on May 16<sup>th</sup> prior to the second night of Town Meeting.

**Adjournment: A motion made by Ms. Thomas to adjourn the meeting at 6:55 p.m. was seconded by Mr. McKenna. Vote: 5-0-0.**

Minutes reviewed by: Robert Barker

Respectfully submitted,



Rob Barker  
Chairman, Canton Finance Committee

**Canton Finance Committee Meeting  
Monday, May 14, 2018  
Meeting Documents**

**Please note: These meeting documents may also be found on the Town's website under the Posted Minutes section (Laser Fiche).**

**Some of the budget or Annual Town Meeting documents referred to in meetings may be found on the Finance Committee page (under Boards & Committees) of the Town's website.**

Agenda (1 page).

**Article 60 – New Motion** along with related correspondence – Disposition of Gridley School, provided by Charlie Aspinwall, Town Administrator (12 pages).

**Article 60** - Disposition of Gridley School and **Article 61** – Water-Sewer Storage Building Review, provided by Charlie Aspinwall, Town Administrator (27 pages).

**Article 37** – Metropolis Rink – Email from Kathy Butters, Town Accountant, dated May 11, 2018 and email from Charlie Aspinwall dated May 10, 2018 (2 pages).

**Executive Summary from BH&A Investigation and Evaluation Report on the Metropolis Rink Renovation/Restoration** (4 pages).

**Article 9 Motion 7 – New Motion** - \$250,000 Transfer from Water Enterprise Retained Earnings to the Water Enterprise FY18 Budget (1 page).

Interoffice Memo from Michael Trotta, DPW Superintendent to Charlie Aspinwall dated May 7, 2018 regarding the Water Operating Budget (2 pages).

**Article 22 – Amended Motion – Acquire Permanent Easements off Dedham Street from Eagle Drive to Devonshire Drive for Utilities** (1 page).

**Article 8 – New Motion** – Unpaid Bills from Prior Fiscal Year (2 pages).

**Article 4 – Amended Motion** – Consent Agenda (1 page).

**Operating Results as of March 31, 2018**, Memorandum from Jim Murgia, Finance Director, to the Board of Selectmen, dated April 26, 2018 (8 pages).

**Article 2 Motion 4 – New Motion - To Recess ATM and Convene a Special Town Meeting at 7:05 p.m. on May 16, 2018** (3 pages).