

**Long Range Financial Planning Committee Meeting**  
**November 29, 2018 8:00am**  
**Selectmen's Meeting Room**

| <b>Attending:</b>                           |   |
|---|---|
| Michael Walsh, Selectmen                    | Michael Jaillet, Town Administrator             |
| Pam Dukeman, Finance Director               | Al Wisialko, Town Collector                     |
| Josepha Jowdy, Schools Committee            | Phil Shapiro, Board of Assessors                |
| Emily Parks, School Superintendent          | John Hickey, Selectmen                          |
| Heath Petracca, Schools Finance             | Barbara Delisle, Finance and Warrant Commission |
| Mike O'Hara, Finance and Warrant Commission | James Gavin, Town Treasurer                     |

**Update on Financial Issues**

Pam gave a brief update on recent financial issues and presentations to the Board of Selectmen in regard to the recent certification of the Town's tax rate by the Department of Revenue, review of year end FY18 financials, and an update on the Town's free cash certification.

**Update on Building Projects**

Emily Parks gave an update on the Schools Building project. The Schools are still in the eligibility phase with the MSBA. At a meeting with the MSBA in November, they were given the MSBA's enrollment estimate, and guidance on the options available for building needs. The next step will be for the schools to continue to work with the MSBA and be approved in February to advance to feasibility phase. It is believed that the MSBA would reimburse approximately 1/3 of the cost of the building project.

Mike Jaillet gave an update on municipal buildings. There are no major municipal projects anticipated in the near future due to the school's project. There are some small items being wrapped up for both the new police and fire stations. They have assembled maintenance plans for each Town building from an outside consultant, and are working on getting these funded. In the future, project will need to include renovation of Town Hall, repairs to the floor of Fire Station 1, and a possible DPW garage.

**Issues for Committee to Consider**

**Community Preservation Act (CPA)**

The Community Preservation Act (CPA) is a local option of up to 3%, that adds a surcharge onto residents' tax bill. There is a small matching amount from the State. A Town Meeting vote and then a Town wide election would be required to approve. This fund could help pay for repairs to buildings around Town such as Town Hall which have been identified as historic, open space projects, housing and recreation needs.

The Committee reviewed a background paper on the CPA, which outlined how the CPA program began, the state funding and outlined times the Town has considered adoption of this program.

The Committee also discussed what type of projects could be funded, the CPA committee structure that must be put in place, and the tax bill impact of the program.

This conversation, as well as a review of the use of Hotels and Meals tax will be continued to the December meeting.

### **Capital Requests by Department**

Nicole Banks and Rich Adams from the Recreation Department reviewed two of their capital requests for FY20. The proposal for a pickle-ball court at Sheehan was put on hold in consideration of the possible impact of the School's project. The three options for Morrison Park improvements were reviewed and discussed.

To discuss Department of Public Works capital projects, Todd Korchin, Brendan Ryan and a consultant from Beta contracting attended the meeting. They discussed the funding requirements for the Town's pavement management program. They also discussed the upcoming water pipe work that will be done by Dedham Westwood water district on 109. The Town should schedule road work on 109 for this same time period to minimize disruptions.

The Committee plans to meet again Thursday, December 20 at 7:30am.

### **Materials Distributed for this Meeting:**

- Agenda
- Tax Shift Presentation
- FY18 YE Update
- DPW Capital Presentation
- Recreation Capital Presentation
- Meals and Hotels Tax Overview and Worksheet
- CPA Background