

JOINT FINANCE COMMITTEE AND SELECTBOARD MEETING MINUTES  
UPSTAIRS MEETING ROOM, 1 AVENUE A, TURNERS FALLS, MA  
WEDNESDAY, FEBRUARY 20, 2019  
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The Chair opens the meeting

- Meeting was opened at 6:00 PM in the Upstairs Meeting Room
- **Finance Committee members present:** John Hanold, Fred Bowman, Greg Garrison, Richard Widmer, Jen Audley, and Michael Naughton. Chris Menegoni was absent.
- **Montague Selectboard members present:** Chris Boutwell and Michael Nelson arrived at 6:29 PM. Richard Kuklewicz was absent.
- **Board of Health members present:** Chris Boutwell, Al Cummings (Chairman) and Michael Nelson arrived at 6:29 PM. Director of Health Gina McNeely also arrived at 6:29 PM.
- **Others present:** Town Accountant Carolyn Olsen and Airport Manager Bryan Camden. Airport Commissioner Peter Golrick arrived at 6:14 PM. Town Administrator Steve Ellis was absent.
- The Chair announced that the meeting is being recorded by MCTV and asked if anyone else was recording the meeting. No one else was recording the meeting.

### Minutes

Finance Committee Moved:

To approve the minutes of February 13, 2019.

Vote:   6   In Favor                        0   Opposed                        0   Abstained

### Airport Requests

The Airport Manager provided handouts with a breakdown of revenue sources, the special article request and the budget narrative. Also see attached Airport Questions and Answers

Additional Discussion:

- Mr. Camden noted that right now the commission is focused on getting state funding for a solar project that could provide all of the electricity for the airport. This could save about \$7,000 per year. The grant is unlikely to be awarded before the annual town meeting, so the projected savings will not impact the Fiscal Year 2020 budget request.
- The proposed solar project would be for 3 panels and generate 25 watts. The panels would be owned by the airport and potential smart credits would be a source of revenue. The

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grant notification should happen by mid-May and construction must be started by June 30<sup>th</sup>. The grant includes funding for 5 years of maintenance on wiring and panels.

- Ms. Audley asked how the Fiscal Year 2019 revenue is doing. Currently the airport is a little behind, but they are working on a delayed rental agreement on the house. The new landing fees for corporate activity is on track, and Mr. Camden expects these numbers to increase.
- Mr. Hanold noted that the revenues are going in the right direction as dependence on taxation subsidy is declining.
- There was a discussion on potential leases for solar or cellular tower development on two parcels owned by the airport, but development is 12-18 months away.
- Airport Commissioner Peter Golrick arrived at 6:14 PM.
- There was significant discussion about the special article request for \$1,750 to replace a door and make the surrounding sidewalk area ADA compliant. Ms. Audley noted that the work was not a high priority on the town-wide ADA plan, and that the town has identified many more urgent projects related to ADA compliance. Mr. Camden replied that replacing the door hardware was shown as a priority, and due to the condition of the door makes more sense to replace the door, and if the door is replaced it makes sense to fix the entry area at the same time. The possibility of moving the expense from a special article into the operating budget was also discussed, noting that the dollar amount was quite low for a special article. Mr. Camden's concern with putting this in the operating budget is that Town Meeting has expressed concern over the amount of taxation funding for the airport. Mr. Widmer noted that the current budget requires less than half of last year's taxation amount, and that increasing the Fiscal Year 2020 amount by an additional \$1,750 still shows a notable decrease in the use of taxation for the operation of the airport. Mr. Naughton noted that there are competing goals; get the work done and town meeting's desire to not spend any more money on the airport than necessary. Mr. Naughton said that if we don't have to do it this year, and the airport may have money available to do it next year, it may make sense to wait.
- Mr. Camden is interested in doing it while raising as few problems as possible. Mr. Camden is ok waiting until 2021. If the solar is installed by then, they can just show reduced savings for electricity in the next budget to offset the \$1,750. Mr. Camden officially withdrew the special article request. If the Airport Commission decides that they really want the work done in Fiscal Year 2020, they will submit a revised budget request.

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- Ms. Audley complimented Mr. Camden on the answers he provided to the questions. She found the information about the intern to be particularly informative and helpful.

**Mr. Nelson, Mr. Boutwell, Mr. Cummings, and Ms. McNeely arrived at 6:29 PM.**

### Minutes

Selectboard Moved:

To approve the minutes of February 13, 2019.

Vote:   2   In Favor                        0   Opposed                        0   Abstained

### Schedules I & II

Schedules I & II show the following changes from Fiscal Year 2019:

- Previously discussed and recommended increases for annual stipends and per-inspection rates.
- No cost of living adjustments for regular, non-union employees pending resolution of collective bargaining agreements for Fiscal Year 2020.
- The Treasurer/Collector would typically have gotten a single step increase to Step 4 for Fiscal Year 2020 but requested 3 step increases (2 additional step increases) to Step 7. The Personnel Board voted to recommend 2 step increases for Fiscal Year 2020 (to Step 5) with an additional 2 step increases for Fiscal Year 2020 (to Step 7). The adjusted request for Fiscal Year 2020 is for Step 5 at \$64,342.
- Police Chief Williams requested that the ranges for part time police officers and per diem dispatchers be increased from \$17-\$19 per hour to \$17-\$21 per hour, with the \$17 per hour rate reserved for training.
- Other hourly rate range requests were adjusted to reflect changes in state minimum wage laws. The bottom of the range is now \$12, to reflect the minimum wage as of January 1, 2019, and the top of the range reflects the previous top rate plus the increases in minimum wage as of January 1, 2020.

Finance Committee Moved:

To recommend the amounts requested in Schedule I for Fiscal Year 2020.

Vote:   6   In Favor                        0   Opposed                        0   Abstained

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Finance Committee Moved:

To recommend the amounts requested in Schedule II for Fiscal Year 2020.

Vote:   6   In Favor                        0   Opposed                        0   Abstained

Selectboard Moved:

To recommend the requested amounts in Schedules I and II for Fiscal Year 2020.

Vote:   2   In Favor                        0   Opposed                        0   Abstained

Mr. Nelson thanked finance committee for recommending the stipend increases for both the Selectboard and the Board of Health.

**Board of Health Requests –**

- Mr. Hanold asked what transpired at the Board of Health meeting earlier today. Mr. Nelson thanked the finance committee for their encouragement to give their staffing model more thought. The Board of Health first determined that they wanted to keep a town employee as the Director of Health. After evaluating the Health Inspector and Public Health Nurse positions, the difficulties in retaining employees in part-time positions, the financial impact to the town and the need of those services in other towns, the Board of Health has come up with a new proposal for staffing those positions. While specific details still need to be worked out, the proposal would be for Montague to hire full time employees for both positions with the provision that some of their time would be contracted out to other towns. They envision the health inspector spending 25 hours in Montague, and the other 10 hours per week working for another local community, who would then reimburse Montague for the wages and benefits for those 10 hours per week. The net cost to the town would actually be less than the current 25 hour per week position because we are paying full benefits that would now be shared. The public health nurse would be treated in a similar manner. A full time employee would be shared with 2-3 other local communities, expecting that a \$60,000 position would be offset by \$30,000 in revenues. This would provide needed services and also potentially be able to prevent staff turnover. The board is also looking at service gaps in Western MA to determine if a town nurse could teach various courses for certification that would both make training available locally and provide additional revenue to the town.
- Ms. McNeely has already spoken with two towns who are interested in sharing a nurse, but those towns currently have nurses, so they will want to be sure that switching to share a nurse with Montague will be better for them.
- Ms. Audley said that while she's excited about the entrepreneurial spirit, she would like the Board of Health to consider a timeline that doesn't have all of the changes happening at the

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same time. Ms. Audley is also concerned that there is a lot of risk to Montague if the positions are filled as full-time before we have firm commitments from other towns.

- Mr. Naughton said this all sounds very exciting, interesting and potentially very good, but it also seems kind of sudden. Mr. Naughton suggested waiting to get a new Director of Health hired before making major changes in staffing. Mr. Naughton would prefer to recommend a Fiscal Year 2020 budget without the nurse, and if the new Director of Health agrees that a nurse is needed funding could be requested at a fall special town meeting.
- Mr. Naughton wants to hear from the Personnel Board on both this issue and other needs for staff in other departments. Mr. Naughton needs a bigger picture and wants to see all of needs and prioritize them.
- The Board of Health will return on March 6<sup>th</sup> with more information.
- Mr. Nelson asked for a quick check of where people stand on the nurse issue. If no one is in favor of supporting it, they will focus their energy on the changes to the health inspector position. Mr. Hanold has no misgivings about the need for a nurse and found the write-up on the public health nurse very persuasive. Mr. Hanold tends to lean in favor of the new proposal with the usual cautions about things happening too quickly. Mr. Bowman liked what he heard and feels a public health nurse is really needed, especially with the town's aging population. Mr. Bowman added that we need dedicated people and they are easier to get and retain when full time work and benefits are offered. Mr. Garrison doesn't feel he has enough information for an opinion yet. Ms. Audley wants Montague to have a great Health Department, including a town nurse. She wants the Board of Health to make a strong and convincing case for a staffing plan that will be widely and enthusiastically supported. Mr. Widmer likes the idea of offering community health services and the idea of caring for our people but said it's important to recognize that other departments may also have needs.
- Ms. Audley doesn't want to hold the nurse position hostage to getting a broader evaluation of staff needs. Mr. Naughton is ok with the broader evaluation happening next year as long as it doesn't get swept under the rug.

**DPW Requests –**

Suggestions for inclusion in the report:

- The work on roof at town hall will help DPW grounds maintenance staff until they move to the new facility.

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- Note staff stability
- Improved systems for scheduling building maintenance needs but staff are pretty fully booked. The town buildings are in better shape after adding a position a few years ago.
- DPW does a lot of different things, but have limited time to do all of the things assigned to them. Hope the public and departments understand limitations of work our DPW building maintenance staff can do.

**Selectboard Requests –**

Suggestions, concerns to be resolved, and what we want to highlight or explain to the public about these budgets.

- Mr. Naughton understands need for budget for food for certain situations, but sees a distinction between foreseeable ones like a civil service test, or an unforeseeable all day legal meeting. Mr. Naughton is becoming more of a fan of people using the reserve fund for unforeseen expenses. If something comes up you didn't plan for, get a reserve fund transfer, including refreshments for unanticipated meetings.
- Mr. Naughton said that in looking over sample finance committee reports from other towns, he was interested in how other towns did this. Mr. Naughton liked the reports that did less, focusing on changes rather than things that are standard. Mr. Naughton added that we don't have to say something if there's nothing to say, and we can leave out departments if nothing noteworthy changes.

There were no suggestions for inclusion in the report:

**Reconsideration of meeting dates and agendas**

The Board of Health was added to the March 6<sup>th</sup> agenda as noted above.

**Topics not anticipated within in the 48 hour posting requirements – none**

**Next Meeting Date:** – February 27<sup>th</sup> to meet with the Planner and FCTS, final new growth, estimated receipts and Affordable Assessment amount, and review what to include in the Finance Committee Report regarding the Airport requests and Schedules I & II.

**Meeting adjourned at 8:05 PM**

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**List of Documents and Exhibits:**

- Minutes of February 13, 2016
- Airport Questions and Answers
- Page 15 (Airport) from Montague's ADA Self-Evaluation and Transition Plan (2018)
- Draft Schedules I & II

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**600-482 AIRPORT Questions & Answers**

1. Airport – what are expected revenues for FY20, and what is the resulting expectation of funding from taxation?

The expected revenues for the Airport in FY20 include the following-

\$20,851.45	Hanger Land Leases (Up \$4,395.22)
8,563.22	Hanger PILOTS (EXPECTED)
3,720.00	Access Fee Pioneer Aviation (Same per Contract)
3,650.00	Landing Fees / User Fees (EXPECTED) (No data)
<u>10,200.00</u>	321 Millers Falls Road Rental (No Change)
\$46,984.67	TOTAL (+/- 2.4%)

TOTAL FROM TAX- \$6,093.33

2. Airport ADA – why can't this be included in the operating budget? Will it not be completed by June 2020? Why can't the DPW do the sidewalk, and why does a door replacement require prevailing wage?

In regards to the ADA required sidewalk and door replacement. It was decided not to include this in the operational budget because it is a one time, special item that is being required by the town, not by the airport commission. The timeline would be 3 weeks from start to finish, so completion by June 2020 would not be a problem. Without fully discussing it with the DPW Superintendent, it would appear from our observations that the staff at the DPW is already working beyond capacity. I would be open to having the DPW perform the repairs if they have someone qualified to pour cement and install doorways and accessories, keeping in mind that it would have to happen at a fast pace since the lack of a door would leave us exposed to theft. Per Mass General Law, since we are a municipal agency and would be using tax dollars to fund the project, we are required to pay the Massachusetts regional district prevailing wage on the project.

3. Please provide a fuller explanation for the increases in 5241 Building & Grounds R&M, 5251 Beacon Lights R&M, 5302 Legal, 5314 Seminars/Training, 5315 Other Professional/Technical, and 5345 Advertising. Are these increases expected to continue into the future, or are they one-time or periodic?

Anything in yellow indicates a one-time expense)

- 5241 Building & Grounds
  - Increase in Fuel costs and usage \$250
  - Repairs to Zero Turn (pulley and wheels) \$275
  - OSHA (PPE, guards, storage cabinet) \$700
  
- 5251 Beacon Lights
  - Replacement of computer system for REIL (\$300)
  - LED upgrades (\$200)
  
- 5302 Legal
  - Possible negotiation regarding land leases (\$750)



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- 5314 Seminars / Training - OSHA 2015 Hazmat 7115 Lockout (\$250)
- 5315 Professional Services - Property survey (\$200)
- 5345 Advertising
  - Publication ads to attract business (\$700 1 year)
  - Newspaper ads for RFP Solar Farm, Rental (\$350)

4. Please describe in more detail the revenue generation efforts that have been undertaken this year and how successful they have been.

Revenue increase efforts in FY19 included the development of the property located on West Mineral Hill for a cellular communication tower and the development of the property located behind Franklin County Technical School. As of right now we have published a Request for Proposal for the development of a cellular communication tower on the airport owned property off of West Mineral Hill Road. Currently the airport owns a significant footprint on top of the hill, and a right of way to access it, large enough to host a multiple carrier site. Research into similar sites has shown annual revenue in the range of about \$28,000 to \$42,500. We will not know until March if the RFP returns results that we desire, however right now we have a very interested company that will be responding soon. We currently are in a holding pattern so to speak with the development of the property behind Franklin County Technical School. We were about 2 months into the project planning process with a business in town to construct a 22 acre solar facility when the SMART credits dried up, putting the project on hold. Currently we are hopeful that it will still happen, as the projected revenue would be \$2,600 per acre for the 22 total acres to be developed, creating revenue totaling \$57,200 annually. The new landing fee that was added to the airport user fee list in March of 2018 shows great promise to generate several thousand in new revenue otherwise not collected. I should note that both the cell tower and the solar farm projects were time consuming from the manager's perspective, over 100 hours so far, and would have not happened if the additional help was not there to cover the operational side of the airport.

5. Has there been any progress in determining what would be involved with closing the airport and returning the land to other uses? I ask because at last year's ATM Michael Nelson said that "we" need to get better information, and looking ahead to this year's meeting I'm curious if anyone has followed up on that.

If the town decided to close the airport as many have asked, currently, the rough estimates for grant reimbursements to both the state and federal government total just a bit over \$16 million. In addition, the property, which has an estimated value of \$22,500 per acre, would have to be repaid to the state, the original purchasers and builders of the airport (1956?) would be totaling somewhere in the vicinity of \$5.3 million. Also, the town and airport commission currently have 8 written land lease contracts which would have to be bought out, totaling \$68,500, plus addressing any legal issues that will arise from breach of contract. Currently we also have one business that is strictly structured around aviation, and if the facility should be shutdown, they would have the legal right to sue for damages, expected to total \$3 million. This would leave an estimated total of about \$24 million dollars as a conservative estimate that would need to be repaid on the date of closure, if the airport were to close. Also, the entire airport property is

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considered a national historical site on both state and federal levels. If the facility was to be shut down the town would not be able to do anything with the property that would create significant ground disturbance without triggering federal tribal regulations. It is the job of the commission to maintain a safe and operational airfield for the general public; it is not the job of the commission to shut down the airfield.

6. We appreciate your resourcefulness in coping with budget restrictions, but this request seems to contain a variety of upgrades at one time. Some ideas:

There are multiple "critical" projects that are driving up this year's budget. A lot of funding will be going to the new OSHA requirements that are taking effect in the next 12 months. We are also planning on taking care of a significant amount of deferred repairs and upgrades to systems, something that has been ongoing over the last 2 years. I was hesitant to delay the OSHA upgrades and system repairs because both are safety related as well as critical to daily operations and some are required by law. I know that sometimes we have to defer repairs due to budget constraints; however most of the required items will be in the 2nd year of delayed upgrades.

7. The reduction in Snow Removal is welcomed, but was expected as a result of an equipment purchase. I don't see it as an automatic offset to other spending increases.

We did not use the reduction in Snow Removal Services to offset other spending increases. If the new truck was not purchased the budget would still reflect a \$6,000 line item for Snow Removal, and the total budget would reflect an amount of \$58,078. The proposed budget does not have any "extras" or "fluff", but rather the bottom amount needed to safely operate the airport and continue updating our field to meet industry standards.

8. What can you tell us about the purposes of the increase in Advertising?

Our advertising line item has historically only paid for newspaper ads related to projects and the occasional public hearing. In an effort to expand our consumer base outside of the general area, we need to purchase advertising in an aviation publication, which generally costs \$80-\$90 per month, and can be offered at discount if purchased in a yearly package which is what we hope to do. The publication we hope to use has a reach base of 122,000 pilots monthly. Other new costs will be associated with several RFQ and RFP publications expected to occur in the fall as part of our operation to expand revenue projects.

9. You accommodated the P/T FCTS within the FY2019 budget, in spite of its being explicitly denied by Town Meeting, which is your prerogative. We cannot support it at a higher level without some corresponding reduction elsewhere.

At this time there is nowhere in the budget that can absorb a \$4,500 cut to cover the cost of the FCTS co-op position, which has more than paid for itself already this year.

10. The "House" appears in the spending plan but not in the revenue forecast. It would strengthen your break-even plan to give this some visibility.

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The rental house, referred to as 321 Millers Falls Road, is in need of upkeep every year as it is a 60 year old structure. Currently, it generates about \$10k-\$11k by year end annually. This has been the case since the property was obtained by the airport, and it continues to be the airports largest non-aviation source of revenue. As landlords we are required to repair items as needed, costing a fraction of what is generated by the property.

11. The ADA Upgrades are worthwhile, but small enough to be incorporated in the operating budget.

The ADA upgrades will add an almost another 2k onto the already expanded airport budget. The commission felt that a 7k increase in the operational budget would not be accepted at town meeting, whereas the current one can be justified down to the dollar for the basic needs of the airport. The door and sidewalk upgrades could be seen as something that was not a needed item and maybe be seen as a "luxury" project even if it is state and federal law.

12. In short, the general thrust of your plans is understood but the amount and timing of the increases seem to delay your goal of self-sufficiency.

Although this year's budget saw a significant increase from FY19 (\$48,539) to FY20 (\$53,078), the total amount to be drawn from taxation is less than last year FY19 (\$12,443) to FY20 (\$6,094), almost half which is in line with my commitment to the town to cut the required funding from taxation to nothing over the next 3 years. If we receive the grant to construct our solar power facility, which we should know by mid-March, we could safely cut \$6,500 from our budget in FY20.

13. You are projecting \$36,000 in revenue for FY20 and requesting that the town contribute at least \$17,000 for operating expenses +\$1725 for a new door and installation. At last year's Town Meeting, numerous people expressed concern about using funds raised by taxation to subsidize the operation of an enterprise that most directly benefits a small number of people who are perceived to be affluent. How will you respond to those concerns when they are raised again this year? Do you see opportunities to change public perception of/increase public access to the airport in the near future?

This is a question that will have to be discussed at our meeting, as there is no real answer that will make everyone happy at annual town meeting.

14. Your narrative says that you want to increase your Tech School intern's hours from 10/biweekly to 14/biweekly, and you are requesting \$4500 to compensate the intern, an increase of \$2000 over last year. Please explain why it will cost 80% more to have the intern next year. Also, last year you explained how having a second person available to assist with day-to-day airport operations would help the airport, and this year you reduced your own hours to make it possible to proceed with that plan. Please say more about the results of that experiment, keeping in mind

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that the Finance Committee is particularly interested in results that lower costs and increase efficiency.

The FCTS co-op position currently covers 20 weeks at 10 hours a week for \$2,500. With the success of the program this year, we would like to increase the position to 14 hours a week, for 26 weeks, totaling \$4,508. (16 weeks at 14 hours / week @ \$12 hr and 10 weeks at 14 hours / week @ 13 hr) The remaining funding if all hours are not worked, would be used to cover time spent doing snow removal. I requested the increase to 14 hours per week, calculating some weeks in the spring and fall might be 18-20 hours a week, while slow time in winter could be 8-10 hours a week, creating an average of 14 hours a week. This year with the assistance of the co-op student the airport was able to do the following and more-

- Clear the fence line on Millers Falls Road, which was long overgrown with trees
- Remove trees identified as hazardous to air safety on Runway 34 approach
- Create 8 hours a week of free time for the airport manager to spend in the office
- Assist the DPW with mowing of the old capped landfill
- Repair and upgrade airport mowing equipment

Although these tasks might seem simple, with a one person crew they would have taken longer and in some cases not happened due to safety concerns. In regards to the 8 hours a week of additional office time, it was spent creating a billing system to collect landing fees, create and publish an RFP for the construction of a cell tower on airport property, and the development of a solar generating field, both of which would generate enough revenue to cover the airport operational expenses. This time was also spend filling out grant applications to secure 150k in state and federal funding to repair airport pavement, and (Pending) construct an airport owned solar facility with the capacity to cover 100% of the airfields electrical needs, saving \$7,000 annually. If the coverage was not here to maintain the airfield so time could be spent in the office these tasks would have not have been done, or would have not have occurred until the following years.

15. Why is a paid intern from the Tech School the best fit for the airport's needs now? From the outside, the structure of the co-op program (bi-weekly, school-year schedule, a new intern each year, having to share intern w/ another employer, etc.), seems less than ideal. What other options have you considered, and why did you rule them out?

The co-op student is best fit for the airport because they come to us already being trained on most of the equipment and safety procedures that are part of daily tasks on the field. Unlike other sources of help, students under the program have a tremendous knowledge in the subject matter, in our case grounds maintenance, and can go right to work without someone having to shadow them daily. This year the student started in mid-September, and will remain with us until June. With changes in the program the new student, if funding allows, would start in July, before the start of the school year. This, even though it is bi weekly, will allow us to have someone here in the busy season of mowing in August and September, until June. We are able to work with the school to find a student that works their time with us on the shop week, and returns to the school after completing their 10 hours, so we are not sharing the student with another employee, which can be of concern. Over the summer we did have an intern from the

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community action group in Greenfield for 10 – 12 hours per week. The position was funded for a full 40 hours per week position, however due to no full time staff we could not accommodate the full time, and the intern was limited on what they could and could not due be insurance requirement. Although we have not ruled any staffing out, it appears that the best fit for the airport is a fully trained, oriented student from the school.

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**SCHEDULE I**

**Elected Officials**

<b><u>TITLE</u></b>	<b><u>FY19 BUDGET</u></b>	<b><u>FY20 REQUEST</u></b>	<b><u>FY20 RECOMMEND</u></b>
<b>MODERATOR</b>	350	370	370
<b>SELECTBOARD</b>			
Chairman	2,040	2,355	2,355
Second/Third Members	2,040	2,140	2,140
<b>BOARD OF ASSESSOR</b>			
Chairman	1,500	1,765	1,765
Second/Third Members	1,500	1,605	1,605
<b>TREASURER/COLLECTOR</b>	61,243*	64,342**	64,342
*G-3			
**G-5 no COLA			
<b>TOWN CLERK</b>	71,388	71,388*	71,388
*G-10 no COLA			
<b>BOARD OF REGISTRARS</b>			
Town Clerk	800	840	840
<b>TREE WARDEN</b>	1,500	1,575	1,575
<b>BOARD OF HEALTH</b>			
Chairman	1,500	1,765	1,765
Second/Third Members	1,500	1,605	1,605

Finance Committee recommends Voted 6-0  
 Selectmen recommend Voted 2-0

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**SCHEDULE II  
 Appointed Officials**

<u>TITLE</u>	<u>FY19 BUDGET</u>	<u>FY20 REQUEST</u>	<u>FY20 RECOMMEND</u>
<b><u>ANNUAL STIPENDS</u></b>			
BOARD OF REGISTRARS (3)	500	525	525
EMERGENCY MGMT DIRECTOR	5,490	5,765	5,765
ANIMAL INSPECTOR	1,500	1,575	1,575
BARN INSPECTOR	1,000	1,050	1,050
IT ADMINISTRATOR	2,000	2,100	2,100
FOREST WARDEN	1,631	1,710	1,710
<b><u>RATES PER INSPECTION</u></b>			
ASST. BUILDING INSPECTOR	27.50	35.00	35.00
GAS INSPECTOR	27.50	35.00	35.00
PLUMBING INSPECTOR	27.50	35.00	35.00
ELECTRICAL INSPECTOR	27.50	35.00	35.00
<b><u>HOURLY RATES</u></b>			
EXTRA CLERICAL	<u>11.00-12.00</u>	<u>12.00-13.75</u>	<u>12.00-13.75</u>
ELECTION WORKERS	<u>11.00-13.00</u>	<u>12.00-14.75</u>	<u>12.00-14.75</u>
SUMMER HIGHWAY	<u>11.00-13.00</u>	<u>12.00-14.75</u>	<u>12.00-14.75</u>
SNOW PLOW DRIVERS	<u>15.00-25.00</u>	<u>15.00-25.00</u>	<u>15.00-25.00</u>
PART TIME POLICE OFFICERS	<u>17.00-19.00</u>	<u>17.00-21.00</u>	<u>17.00-21.00</u>
PART TIME DISPATCHERS	<u>17.00-19.00</u>	<u>17.00-21.00</u>	<u>17.00-21.00</u>
PARKS & RECREATION	<u>11.00-20.00</u>	<u>12.00-20.00</u>	<u>12.00-20.00</u>
AIRPORT INTERN	<u>11.00-12.50</u>	<u>12.00-14.25</u>	<u>12.00-14.25</u>

**Note: Minimum Wage is \$12.00 as of 1/1/19 and goes to \$12.75/hr 1/1/2020**

JOINT FINANCE COMMITTEE AND SELECTBOARD MEETING MINUTES  
 UPSTAIRS MEETING ROOM, 1 AVENUE A, TURNERS FALLS, MA  
 WEDNESDAY, FEBRUARY 20, 2019  
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**SCHEDULE II**  
**Appointed Officials**

<u>TITLE</u>		<u>FY19 BUDGET</u>	<u>FY20 REQUEST</u>	<u>FY20 RECOMMEND</u>
<b><u>NON-UNION EMPLOYEES NOT SHOWN ABOVE</u></b>				No COLA
	<u>Grade</u>	<u>Range FY2019</u>		<u>Range FY2020</u>
<u>SALARIED</u>		Start	End	Start      End
TOWN ADMINISTRATOR	J	89,651	110,332	89,651    110,332
TOWN ACCOUNTANT	G	58,291	71,388	58,291    71,388
TREASURER/TAX COLLECTOR	G	58,291	71,388	58,291    71,388
CHIEF OF POLICE	I	81,501	100,301	81,501    100,301
DPW SUPERINTENDENT	H	74,094	91,183	74,094    91,183
DIRECTOR OF HEALTH	G	58,291	71,388	58,291    71,388
LIBRARY DIRECTOR	G	58,291	71,388	58,291    71,388
WPCF SUPERINTENDENT	H	74,094	91,183	74,094    91,183
<u>HOURLY</u>				
EXECUTIVE ASSISTANT	E	21.66	26.67	21.66    26.67
POLICE LIEUTENANT	G+8.5%	36.51	39.52	36.51    39.52
POLICE CUSTODIAN	A	14.52	17.54	14.52    17.54

**Informational Only: Fiscal Year 2020 budgeted wages – no COLA**

TOWN ADMINISTRATOR	110,332	DPW SUPERINTENDENT	91,183
TOWN ACCOUNTANT	71,388	DIRECTOR OF HEALTH	71,388
TREAS/TAX COLLECTOR	64,342	LIBRARY DIRECTOR	68,615
CHIEF OF POLICE*	107,953	WPCF SUPERINTENDENT	91,183
EXECUTIVE ASSISTANT	26.67	POLICE LIEUTENANT	38.75
POLICE CUSTODIAN	16.43		

\*includes add'l 20% educational incentive pay

Selectmen recommend Voted 6-0  
 Finance Committee recommends Voted 2-0