

**APPROPRIATIONS COMMITTEE**  
Meeting Minutes

**For the Meeting Held On**      March 8, 2016  
**Meeting Time :**                      6:30 pm

**Location :**      328 North Main Street – Media Room – East Longmeadow, MA

**Meeting Posted On:**              **Day:** Wednesday              **Date:**    01 / 13 / 2016  
(48 hrs required)

**Is Meeting Being Recorded by Digital Recorder:**              Yes   X   No \_\_\_\_\_  
**The Minutes of this Meeting are being taken by:**              Marge Larocca

**Committee Members:** (check if attended)

Eric Madison	✓	Russell Denver	✓	James Broderick	✓	James Walsh
Dawn Starks	✓	Rocco Carabetta	✓	Sam Pizzanelli	✓	Sara Menard

Attendees: Ryan Quimby, Tom O'Connor, Steve Loyack, Richard Freccero, Gordon Smith, Conrad Wiezbicki, Gregory Thompson, John Maybury, Robert Pierent, Elizabeth Marsian-Boucher, Deirdre Mailloux, William Fonseca, Ralph Page, James Sheils, Marge Larocca

**Did the Chair release any prior Executive Session Minutes?**

Yes		No	x
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**Dates of Executive Session Released :**

**TOPIC / MATTER #1**  
**Capital Project Funding Discussion**

**Summary of Matter Discussed :**

- The Chairman opened the meeting with a roll call. The Capital Planning Committee, Board of Public Works and the School Committee called their meetings open with roll calls.
- The Chairman stated that at the last joint meeting of the boards, concepts and ideas regarding funding of capital projects were presented and discussed.
- The REVISED Ver 3 Accumulated P&I Savings FY16-FY32 document was distributed and J. Maybury explained that the numbers in the document were adjusted to reflect the debt exclusion amounts discussed at the prior meeting.
- The Total P&I document was distributed and J. Maybury gave a description of an additional sixth column added for debt exclusion and the Brown property amounts.
- The FY2017 Capital Projects & Categories document was distributed. R. Freccero explained that the Capital Planning Committee's list was used to create this document, and gave a description of the changes and rankings of the projects that were made. Discussion followed about the funding sources for the projects, and the reason for removal of the projects for the roof replacement and electrical system upgrade for the High School was explained that it is part of a comprehensive plan for reimbursement of a new high school.
- J. Maybury stated that the list of projects addresses the current major concerns. A discussion followed about the process of reaching an amount for capital projects and about the process the Appropriations Committee and Capital Planning Committee uses in forming recommendations for the projects. An explanation followed about savings from closed capital projects of prior years' not being available as they were allocated

elsewhere.

- R. Peirent explained that the Town's growth is stagnant and financial growth is exceeding the ability to raise funds. The Chairman stated that it is time to bond for projects, but not for too much. A discussion followed about the amounts of free cash and bonding for capital projects. The Chairman voiced his concern to avoid reaching the maximum \$25.00 tax cap.
- Discussion followed about the condition of the police station and the electrical system at the high school. A description was given about the statement of interest for reimbursement of a new high school filed by the School Committee. Discussion followed about the transformer at the high school.
- The Chairman expressed his gratitude to the School Committee and Board of Public Works for the concepts and work presented.
- R. Peirent gave an update about the storm-water season and handling process.
- The School Committee and Board of Public Works adjourned their meeting at 7:42 PM
- T. O'Connor distributed the Capital Planning Committee's FY2017 Capital Projects and Categories document and spoke about the concerns of the Capital Planning Committee about the removal of projects. The Appropriations Chairman requested that the Capital Planning Committee create a list of projects that fits their budget and figure out a funding mechanism. Discussion followed about projects not vetted by the Capital Planning Committee.
- The Capital Planning Committee adjourned their meeting at 8:04 PM.

**Documents or Exhibits for this Matter:**

- REVISED Ver 3 Accumulated P&I Savings FY16-FY32; Total P&I; FY2017 Capital Projects & Categories (SC & BPW); FY2017 Capital Projects & Categories (CPC);

**Votes Taken Under this Matter :**

- None

## **TOPIC / MATTER #2**

### **Review of Revised Department Budget – ELCAT**

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**Summary of Matter Discussed :**

- The Chairman distributed the revised ELCAT FY2017 base budget request and explained that it meets the Appropriations Committee's request made previously to have the budget not exceed the revenue.
- A motion was made to approve the revised ELCAT FY2017 base budget request as submitted. The motion was seconded and all were in favor.

**Documents or Exhibits for this Matter:**

- Revised ELCAT FY2017 base budget request

**Votes Taken Under this Matter :**

- A motion was made to approve the revised ELCAT FY2017 base budget request as submitted. The motion was seconded and all were in favor.

**TOPIC / MATTER #3**  
**Review of FY17 Sources & Uses**

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**Summary of Matter Discussed :**

- The Chairman distributed updated FY 17 Sources & Uses Projections & FY17 Sources & Uses documents and explained that they were updated with the amounts that were voted upon during the prior meeting and asked everyone to review them and come to next meeting with their ideas and thoughts.
- The Chairman explained that he had sent an email to the Chairman of the School Committee after the vote taken last week regarding the HR Department. The Chairman read the email he received regarding the vote to support the development of a Town Human Resources Department taken by the School Committee.
- The Chairman spoke about a letter he wrote as Chairman that he sent to the Board of Selectmen regarding their February 29, 2016 meeting. The Chairman read the letter.

**Documents or Exhibits for this Matter:**

- March 7, 2016 email from Gordon Smith; March 7, 2016 Appropriations Chairman's letter to Board of Selectmen.

**Votes Taken Under this Matter :**

- None

**TOPIC / MATTER #4**  
**Meeting Minutes Approval – March 1, 2016**

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**Summary of Matter Discussed :**

- The March 1, 2016 Appropriations Committee meeting minutes were reviewed. A motion was made to approve the March 1, 2016 Appropriations Committee meeting minutes and indicate that R. Carabetta was present at that meeting. The motion was seconded and all were in favor of the motion as amended.

**Documents or Exhibits for this Matter:**

- March 1, 2016 Appropriations Committee meeting minutes.

**Votes Taken Under this Matter :**

- A motion was made to approve the March 1, 2016 Appropriations Committee meeting minutes and indicate that R. Carabetta was present at that meeting. The motion was seconded and all were in favor of the motion as amended.

**8:24 PM: Motion to Adjourn**

**Next Meeting: March 15, 2015 – 6:30PM – 328 North Main Street – Conference Room**

<b>MEETING FOLLOW UP:</b>
Create policy for elected officials stipend increases.
<b>PRIOR MEETING NOTES:</b>
Determine support of School Capital projects. – J. Broderick
<b>Committee Goals :</b>
Professional Development Class – TBD
<b>Note: Present Fringe costs in next budget cycle.</b>
<b>Note: Handouts for Budget Forum</b>