

**Wellesley Advisory Committee  
Arnold Room, Wellesley Free Library  
June 25, 2018, 6:30 PM**

Those present from the Advisory Committee included Todd Cook, Tom Fitzgibbons, Mary Gard, Mark Kaplan, Paul Merry, Alena Poirier, Betsy Roberti, Ria Stolle and Andrea Ward.

Mark Kaplan called the meeting to order at 6:32 p.m.

**6:32 p.m. Citizen Speak**

There was no one present for Citizen Speak.

**6:32 p.m. Finance Department re: Year End Transfers**

Sheryl Strother, Finance Director; Rick DeLorie, Chief, Fire Department; and Jeffery Peterson, Assistant Chief, Fire Department, were present.

Mark Kaplan provided the statutory context for the proposed transfer requests. Specifically, Massachusetts General Laws Chapter 44, Section 33B(b) provides that:

[T]he selectmen, with the concurrence of the finance committee or other entity established under section 16 of chapter 39, may transfer within the last 2 months of any fiscal year, or during the first 15 days of the new fiscal year to apply to the previous fiscal year, any amount appropriated, other than for the use of a municipal light department or a school department, to any other appropriation.

1. Transfer of \$22,000 to Compensated Absences Expense Account from Risk Management Expense Account

- 2018 Annual Town Meeting (ATM) had provided \$30,000 in supplemental funding for FY18 Compensated Absences and additionally increased Compensated Absences annual funding for FY19 from \$90,000 to \$120,000
- Additional \$22,000 transfer necessitated by unanticipated and unforeseeable disability retirement of an additional firefighter beyond what was known at time of ATM

*Andrea Ward made and Ria Stolle seconded a motion for favorable action on the request to transfer \$22,000 to the Compensated Absences Expense account from the Risk Management Expense account. The motion was approved unanimously.*

2. Transfer of \$110,000 to Fire Department—Personal Services Account from Special Police—Personal Services (\$30,000), Fire—Expense (\$30,000) and Fire Details (\$50,000)

- Additional funds are necessary to maintain shift coverage throughout the year at appropriate levels given employee illness or time off; this year there were four injuries lasting a month or more; all the injured firefighters have returned to work
- Request is an estimate; last year the Fire Department requested and received \$30,000 as year-end transfer but did not end up using most of that (returned to General Fund)

There was a question whether the need for these transfers could have been known at the time of ATM, given that this request seems high compared to prior year-end transfers: Hard to know when firefighters will return from injury; no systemic issues with people abusing system; Chief has been scaling back staffing in anticipation of this.

There was a follow-up question whether there is any way to anticipate these needs/establish a contingency within the annual budget: In order to adhere to budget guidelines, there's no room to account for accumulated sick time or long-term injuries; however, Chief is looking at budget differently with the help of the Executive Director and the Finance Director and has been pleased with support from Board of Selectmen (BOS) and Advisory with FY19 budget; allowing Fire Department to go slightly over guideline should help mitigate staffing issues next year.

There was a question whether the \$110,000 requested is mostly overtime to cover the new recruits who are at the Fire Academy: Yes, but this year since some of the new recruits are current Town employees, have kept them on their other jobs as long as possible.

There was a question whether the Department verifies a medical condition in any way: Yes, Department reviews medical records and checks in with employees; in addition, third-party billing company verifies conditions.

*Andrea Ward made and Todd Cook seconded a motion for favorable action on the request to transfer \$110,000 to the Fire Department—Personal Services account from the following accounts: \$30,000 from Special Police—Personal Services; \$30,000 from Fire—Expense; and \$50,000 from Fire Details. The motion was approved unanimously.*

#### **6.55 p.m. Approval of Minutes/Liaison Reports/Administrative Matters**

Andrea Ward made and Ria Stolle seconded a motion to approve the minutes from June 5, 2018. The motion passed unanimously.

#### School Committee/ Tom Fitzgibbons

- State Circuit Breaker funding came in higher than anticipated, resulting in excess funds that School Committee will turn back
- Of the \$776,000 supplemental funding approved by ATM for FY18, \$576,000 will go back to the General Fund (free cash) and \$200,000 will go towards special education funding in FY19.

Andrea Ward reminded members that Special Town Meeting (STM) will be held on Oct. 2-3 and requested Advisory members to reserve the dates of August 22 and August 29 for possible Advisory Committee meetings related to the STM.

#### **7:12 Adjourn**

Mark Kaplan made and Todd Cook seconded a motion to adjourn. The motion passed unanimously.