



**Finance Committee
Regular Meeting
02/05/24**

I. Call to Order

PRESENT: Zosack, Gustison, Luoma (6:07 PM), Ackerman, Bender, Bevilacqua

ABSENT: Marden, Tingle, Davis

II. Minutes Approval

1. Finance Committee - Regular Meeting - Jan 22, 2024 6:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Thomas Ackerman
SECONDER:	Rob Gustison
AYES:	Zosack, Gustison, Ackerman, Bender, Bevilacqua
ABSENT:	Marden, Luoma, Tingle, Davis

III. New Business

New member, Lindy Davis- unable to make it tonight.

Marcia was the backup Finance Committee member appointed to the Capital Planning Committee. Now that she is Chairperson, she is looking for another representative.

February 13th School Committee Meeting, Marcia is unable to attend- we do have the meeting posted.

Board of Health on for the March 20th meeting- would like to request information on the Grant that Amesbury is managing.

PRSD- local required local contribution 6.4% increase, the budget increase will be \$970k right now before cuts.

A. Cemetery

Gwen Sabbagh, Trustee

Asking for additional funds of \$4,000 for the Administrative Assistant, to total \$7,000. Right now she is working 7 hours a week cataloging all the lots, creating a website, and cross referencing all the lots to ensure accuracy of available and sold lots. She meets with families, does the billing, and coordinates with the funeral homes. She oversees regular office duties in addition to attending Trustee meetings. The plan is to start with Locust Grove, then move on to Church Street and Lower Corner. The Cemetery has multiple accounts for funding, including perpetual care and sale of lots, which can be used for one time projects such as this.

B. DPW- Water

DPW Director, Robert Sinibaldi. Admin, Tina Journeay.

Salaries- all contractual increases.

Expenses- have moved around funds for increases of electricity of \$3,00 (The department had received a grant for a solar feasibility study, but it was not worth it). Additional increases for Well testing- we are ahead of schedule for the install of the new wells at Bear Hill and have already noticed an increase in the pumping. Audit

The location of this meeting is wheelchair accessible and reasonable accommodations will be provided to persons with disabilities requiring assistance. If you need a reasonable accommodation, please contact the Town of Merrimac’s ADA Coordinator, Robert Sinibaldi, at least two business days in advance of the meeting: commissioner@townofmerrimac.com or 978-346-0525.

services increase of 10% mainly for use of federal funds as it is a separate audit. Lab supplies have increased with the new testing requirements for PFAS, all the regulations are not set yet. There are no water main replacement projects scheduled for this year, just hydrant repair, we continue to look for infrastructure grants.

Capital Requests- \$30,000 for meter replacement, \$15,000 for building maintenance, \$25,000 for infrastructure improvements. A new compressor to be split between Water, Highway and Wastewater- Water portion \$10,000. \$12,000 for pump replacement.

C. DPW- Wastewater

DPW Director, Robert Sinibaldi. Admin, Tina Journeay.

Salaries- all contractual increases.

Expenses- increase in electricity, as water is now required in all lift stations so there is an increase for that. \$15,000 for an increase in sludge removal. Dues and licensing increase, as well as insurance for an increase of the wastewater portion. DEP has approved a Comprehensive Wastewater Study for a plant upgrade, we are looking at a state funded loan program for this year to do the engineering and preliminary site work, and to see what can be salvaged from the existing building.

Capital Requests- Transfer I&I \$125,000 from retained earnings. \$177,000 from retained earnings to put towards the initial work on the plant upgrade. \$10,000 for meter replacement. A new compressor to be split between Water, Highway and Wastewater- Wastewater portion \$5,000.

D. DPW- Highway

DPW Director, Robert Sinibaldi.

Salaries-all contractual increases- standby rates increased 25-30% in this contract.

Expenses- increase of \$500 for Building Maintenance, IT expense of \$850, Highway medical \$200 for additional drug testing and Misc expenses of \$700.

Free Cash Requests- \$45,000 for the Parks building- a new roof, rot repair and siding. Will consult with Whittier Tech to see if this is a project they would consider taking on. \$15,000 portion of the new compressor split with Water and Wastewater. \$100,000 into the Highway Road Repairs revolving account.

Capital Requests- \$500,000 for Town-wide road improvements, \$4 million for a new Highway Garage.

Snow & Ice- Would like to purchase a sidewalk plow for \$36k at the end of the year out of the budget if we have a mild rest of the winter. Currently subcontracting the plowing of certain sidewalks due to lack of equipment and staffing.

Landfill- no changes.

E. Inspectional Services

Building Commissioner, Bob Sinibaldi

Salaries- increase 3% cost of living, and an increase to the stipend for coverage for the Building Inspector to be in line with other communities.

Expenses- no increase.

IV. Reserve Fund Transfer

- 1. Motion to approve a reserve fund transfer of \$2,500 to Capital Planning misc. Expense for Capital Planning Software.**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Thomas Ackerman
SECONDER:	Rob Gustison
AYES:	Zosack, Gustison, Luoma, Ackerman, Bender, Bevilacqua
ABSENT:	Marden, Tingle, Davis

- V. Adjourn
1. Motion to Adjourn at 7:37PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Rob Gustison
SECONDER:	Thomas Ackerman
AYES:	Zosack, Gustison, Luoma, Ackerman, Bender, Bevilacqua
ABSENT:	Marden, Tingle, Davis