

**Town of Belmont
Warrant Committee
Public Services Subcommittee**

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Minutes: Warrant Committee Public Services Subcommittee Meeting

Wednesday, April 4, 2018
Chenery Community Room
Chenery Middle School, 95 Washington Street, Belmont, MA

Present: Robert McLaughlin (RM), Geoffrey Lubien (GL), Michael Libenson (ML), Chris Doyle (CD), Town Administrator, Patrice Garvin, Warrant Committee Chair, Roy Epstein.

Meeting called to order at 7:05 pm

1. Discussion of Public Works Reserve Fund Transfer Request related to snow and ice removal.

The chairman GL started off the meeting by communicating that the DPW was not yet ready to submit the request for the transfer as the department was still considering funding part of the budget shortfall through other department funds and thus not needing all of the \$400K from the Warrant Committee Reserve Fund with the number needed closer to \$347K.

The discussion then turned to the process of budgeting and is there a more accurate way to budget? ML mentioned that this is a difficult item to budget and that you do not want the budget to change drastically from year to year. This was confirmed by the Town Administrator, PG, and mention that snow and ice is one of only a few budgeted items that can run a deficit. PG as mentioned that many towns including Belmont budget consistently year to year and address shortfalls with reserve transfer request and/or free cash.

The committee members had numerous question about snow and ice budget numbers that the Chair noted.

If you can find additional funds what do you think you will need in the end to make up the difference?

When do you plan on requesting the funds?

Does it have to do with the timing?

Is any of the tree costs in these numbers?

What overtime was paid out?

Why so much on contracting?

How are contractors pick, is it out to bid?

Do they have GPS in the trucks?

What are the rates and how are hours tracked?

Why are material cost positive compared to labor? Though they would track together.

Is the vehicle maintenance cost time to damage from snow removal?
Is there anything we should do different for budgeting year to year?
Are there way to minimize the use of contractors?

The Chair agreed to put these questions together and meet with PG and the Director of Public Works, Jay Marcotte to review and share the answers back with the other subcommittee members before meeting again on this topic.

Finally, the Warrant Committee report was discussed concerning the questions sent to department heads and the upcoming meeting on the 6th with each department head.

2. To approve Minutes of any prior meetings of the subcommittee.

No minutes were approved during this meeting.

3. Adjournment
Motion to Adjourn

RM motion, ML second
Vote yes 4-0

Adjourned at 7:28 pm

Submitted by Geoffrey Lubien,
Public Services Subcommittee Chair