

**Finance Committee Members Present:**

Christos Arsondiadis, Rob Barker, Dan Cole, Emilio Mauro, Tim McKenna, Barbara Saint André and Cindy Thomas.

**Finance Committee Members Absent:** Cynthia Holcombe and Wai Wong.

**Guests Present:**

Charlie Aspinwall, Town Administrator  
Liz Francis, Director, Parks & Recreation Department  
John McCourt, Chairman, Parks & Recreation Committee  
Mark Porter, Chairman, Board of Selectmen  
James Murgia, Finance Director  
Ellen Jones, Finance Committee Secretary

**Opening:** A meeting of the Canton Finance Committee was called to order by Chairman Barker at 7:02 pm. on Tuesday, April 4, 2019, in the Upper Meeting Room of the Armando Recreation Center.

**A. Approval of Agenda**

Chairman Barker reviewed the items on the agenda which included a discussion of Article 20 (Bolivar Pool project) and voting on remaining Town Meeting Articles, excluding the budget article.

**B. Announcements**

There were no announcements.

**C. New Business**

**Article 20 – Bolivar Pool Project Funds Appropriation - Discussion with James McCourt, Chairman, Parks & Recreation Commission and Liz Francis, Director of Parks & Recreation**

Mr. McCourt summarized for the Finance Committee the following:

- In November of 2018 the Town hired an Owner's Project Manager (OPM).
- A design team was hired and contracted by December 2018.
- The project kicked off January 4, 2019 after which the Parks & Recreation Commission held multiple meetings as to the design and layout of the pool.
- The location of the pool was decided after approximately 8 revisions. The pool will have the same footprint but the layout will be completely different.
- The schematic design of the pool was shown on the meeting room screen with a six-lane pool, zero entry, pool house and a splash pad.

Mr. McCourt turned the presentation over to Ms. Francis.

Ms. Francis referred to the pool schematics and highlighted the following:

- The pool committee took input from residents that utilize the pool.
- A problem with the present pool is its accessibility. The new layout addresses this issue.
- The current pool has three levels which is not accessible for handicapped individuals and seniors.

- By adding a splash pad with sliding/movable fencing/gates, the pool would be available to participants outside of the normal operating hours of the main pool. Access could start in June and run through September depending upon the weather.
- The current pool has five lanes. The new pool would have six lanes. The direction of the lanes would be rotated 90 degrees.
- The zero entry pool would allow easier access for handicapped participants as well as seniors.
- The bath house would meet the needs of participants as well as being in compliance with building codes. Proper changing areas, sinks and bathrooms would be provided. Storage space would be allotted for proper storage of pool chemicals. A snack shack would be included.
- The current 15-foot deep end would no longer be needed as there is no longer a diving board. The current slide would be retained. The deep end would be approximately 6-7 feet. Chairman Barker inquired if in the future the Town might be limiting itself by not having the depth for a possible addition of a diving board. Mr. McCourt responded that the liability would be greater for the Town if they were to have a diving board and that there are special diving facilities to meet the needs of participants requiring a diving program. He further stated that by having a shallower pool the Town would be able to offer programs such as water aerobics for seniors. The current depth of the pool does not allow for these types of programs at the present time.
- The splash pad offers another park for the residents. Water will be re-filtered.

Chairman Barker spoke in support of the pool project but questioned the high cost being proposed for the project.

Mr. McCourt offered the following comments with regard to the cost of the project:

- The design services cost was approximately \$640,000. \$340,000 was appropriated towards those costs in order to allow the Commission to present a project to 2019 Town Meeting. Current costs are \$78,000 for OPM \$180,000 for design costs thus far.
- During the initial \$35,000 to \$40,000 study for the pool which was delayed due to personnel issues within the Recreation Department, the cost of the pool came in with an estimated cost of approximately \$4.7 million.
- Since the initial study, constructions costs of the pool have risen to \$5,263,000. Within the \$5.2 million construction cost is a facility (bathhouse) that had to be increased in size because of the state's requirement of a certain number of bathrooms, sinks, showers and plumbing to accommodate the usage of the pool. The bathhouse increased in size from approximately 1,800 square feet to approximately 2,400 square feet.
- The new bathhouse will have a room for chemical storage along with a chemical alarm.
- The mechanicals and systems for operating the pool become will be bigger and larger.
- The excavation of the existing pool (concrete) and bathhouse will be costly.
- Mr. McCourt referred Finance Committee members to the 40-page schematic information which contained detailed information and a breakdown for all aspects of the project (see meeting documents).
- Because this is a municipal project the Town must comply with prevailing rates, state ADA regulations, chemical storage requirements, fire alarm requirements, safety (railings) requirements and fencing requirements (8 feet high).
- The design services (\$620,000 less the \$340,000 previously appropriated) added to the \$5.2 million, plus \$50,000 for furniture, fixtures and equipment (FF&E), plus \$458,460 for contingencies plus \$48,000 for soft costs.
- The high \$505.72 per square foot cost for the bathhouse was questioned by the Town. Mr. McCourt stated that the cost should be around \$350 to \$375 per square foot, however, they were hesitant at removing the higher amount in case the project ends up costing the higher amount. The Town can reduce the borrowing if the cost comes in at a lower number.
- The cost of moving a telephone pole has been included in the proposal as well.
- The current pool is 43 years old. Mr. McCourt is confident that the new pool will last as long and will be a big part of the community.

With regard to site location, Mr. McCourt offered the following comments:

- The reason for the location of the pool remaining at the current site on Bolivar Street is because the Building Renovation Committee and the Town did not have another location for the pool.
- Pequitside Farm was not available for a pool.
- The Paul Revere Heritage Site was not allowed as a location.
- The Galvin Middle School property was not a considered location because of the existing need for school space.
- If the pool were moved to a new site, the purchase of property for a site would increase the overall cost of the project.
- The parking lot cannot be paved because of it being located near wetlands.

The Finance Committee had the following comments and questions about the pool project:

- Ms. Saint André inquired about the alternative cost for a shade structure. Ms. Francis stated that there is currently a shade structure on the property. Ms. Francis also stated that in order to keep the costs down for the project she did not see the need for a shade structure.

The cost of diving blocks were approximately \$34,000. Instead for a few thousand dollars the decking anchors could be installed for use at a future date for adding in diving blocks.

Mr. McCourt stated that Newton recently stalled a pool for \$14.5 million.

- Chairman Barker inquired about the Board of Selectmen’s position on the project. BOS Chairman Mark Porter stated that the BOS had met earlier in the day at 3:00 and voted 4-0 to support this project and big number. Mr. Porter thanked the Finance Director for his help with calculating the tax impact of this project. He further stated that the BOS discussed having a few public information meetings to educate the public about the details of the project.
- Ms. Thomas inquired about the deck square footage for the new project in comparison with the existing pool. Ms. Francis stated that some square footage would be lost because of the location of the splash pad. Ms. Thomas also spoke in support of a structure for the shade.
- Ms. Saint André inquired about the cost of \$6,107,719 as compared to the cost in the schematic package of \$5,263,464. Mr. McCourt referred to the following project costs:

Construction	\$5,146,639	
Design	403,950	
OPM Services	222,670	(Owner’s Project Manager)
Soft Costs	48,000	
FF&E	50,000	(Furniture, Fixtures & Equipment)
Contingency	<u>458,460</u>	(Construction Contingency approx. 7%)
Subtotal	\$6,329,719	
Retaining Wall	<u>118,000</u>	(This had inadvertently been taken out of the 1 <sup>st</sup> estimate.)
Total costs	\$6,447,719	
Less funding on hand	<u>(\$340,000)</u>	(From BOS Mitigation funds & Finance Committee Reserve Fund).
<b>Total Project Cost</b>	<b>\$6,107,719</b>	

Ms. Saint André confirmed that the amount for the debt exclusion would be \$5.9 million because \$200,000 was being recommended by the Community Preservation Committee under Article 19.

- In response to Mr. McKenna's inquiry about the parking, Mr. McCourt stated that there would not be an increase in the number of parking spaces, but that it would be reconfigured from the current layout. Conservation design is in process. The parking lot cannot be paved. The lot is surrounded by buffer zones. Any increase into the area of the buffer zone for this project would have to be restored. The design team has been in contact with the Conservation Commission.
- Ms. Francis stated that the cost to open the pool at the beginning of the season will be less expensive than it currently costs.
- Ms. Saint André inquired about the operation and maintenance plan associated with maintaining the storm water system below the parking lot and costs associated with that plan. Ms. Francis could not speak on the storm water maintenance costs.
- Ms. Saint André also inquired about the overall general cost of maintenance of the pool. Ms. Francis stated that the maintenance costs of the new pool for her department would be less than it is with the existing pool.
- Mr. Porter stated that the majority of the time has been spent on gathering financial information with regard to the capital cost of the pool and the focus has not been on the maintenance of the pool on a go forward basis. Mr. Porter stated that the BOS has a few weeks to research maintenance costs and could have an answer regarding maintenance costs prior to Town Meeting.
- Ms. Thomas inquired if there would be a change to the pool fees. Ms. Francis stated that she has not changed the fees since her employment with the Parks & Recreation Department. Ms. Francis further stated that the Commission could increase the hours of operation for the new facility, at which time they would have to analyze if a fee increase were needed. She stated that she would like to keep it as economical as possible for families. Scholarships are offered to families in need of fee assistance.
- Mr. McKenna inquired about the construction contingency cost of 7% as compared to the usual 12% for projects. Mr. McCourt stated that this was a demo and a new facility and the BRC and OPM felt 7% was sufficient for the contingency for this project.
- The timeline for the project is design for the project through June, bid documents in July, project awarded in August and project start in September with an opening in July 2020.
- Mr. Mauro inquired about the Chestnut Hill Realty (CHR) easement request under ATM Article 26. Mr. McCourt stated that the pool would take precedent over the easement request. Mr. Aspinwall stated that CHR is under the agreement that their driveway easement project cannot interfere with the pool project.
- Of the \$340,000 earmarked for design services approximately \$70,000 for OPM and \$180,000 for the design team have been spent.
- Mr. Cole inquired about the impact of an override on a tax bill. Mr. Murgia responded that if the Town were to borrow \$6 million for 20 years at 4% interest rate it would add approximately \$33 per year to the average resident's tax bill based on a \$490,000 assessed value of a home. In FY19 the \$490,000 homeowner paid \$6,080 in real estate taxes. Included in the \$6,080 tax bill was \$104 for debt exclusions. Next year the \$104 will drop to \$95, year after \$88, year after \$81 and year after that to \$63. Mr. Murgia stated that fortunately the debt exclusions that are in the tax bill at the present time (Luce, Library and High School projects) are on the decline. The borrowing could be over 30 years but the interest rate would be higher.

- Mr. Cole inquired about the bathhouse cost per square foot. If the bathhouse cost was decreased from \$505 per square foot to \$375 per square foot, the total cost of the bathhouse would decrease from \$1.1 million to \$826,000.

Chairman Barker thanked Ms. Francis and Mr. McCourt. The discussion with Ms. Francis and Mr. McCourt ended at approximately 8:15 p.m.

**D. Other Business/Open Issues**

The Finance Committee voted on the following 2019 Annual Town Meeting articles:

**Vote - Articles 4 – Consent Agenda** – Chairman Barker explained the purpose of placing articles on the Consent Agenda in that they were non-controversial articles and that could be voted in one group.

**A motion made by Ms. Saint André to recommend that articles 5, 6, 7, 8, 10, 13, 14, 15, 16, 22, 23, 24 and 43 be included in the Consent Agenda Article 4 as listed in the table was seconded by Ms. Thomas. Vote: 7-0-0.**

**Vote – Article 20 – Bolivar Pool Project Funds Appropriation**

Mr. Aspinwall provided a breakdown for the \$6,107,719 Bolivar Pool Project Costs (see meeting documents).

**A motion made by Ms. Saint André to recommend that**

**(a) \$6,107,719 be appropriated for the purpose of designing, permitting, environmental cleanup, reconstructing, constructing, repairing and equipping of the town facility known as the Bolivar Pool Aquatic Center located at 199 Bolivar Street in the Town of Canton, and to meet this appropriation the Treasurer of the Town , with the approval of the Canton Board of Selectmen, is hereby authorized to borrow (and to issue bonds or notes of the Town therefore) \$6,107,719, provided however, that this appropriation taken hereunder shall not take effect unless or until a ballot question is voted by the voters to exempt the debt from the limitations of proposition two and one half so called in accordance with the provisions of G. L. c. 59 section 21C(k), and**

**(b) that any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed or to pay such costs by a like amount, and further**

**(c ) That the Canton Board of Selectmen and the Canton Building Renovations Committee are authorized jointly to expend all sums therefore, including a separate appropriation made pursuant to Article 19, Motion 9 of the May 13 2019 Annual Town Meeting was seconded by Mr. Arsondiadis. Vote: 7-0-0.**

Mr. Murgia confirmed that the borrowing would be \$5.9 million.

**FY20 Operating Budgets – Discussion with Mark Porter, Chairman of the Board of Selectmen, and Charlie Aspinwall, Town Administrator**

Mr. Porter explained that the Town successfully negotiated with the Public Employees Committee (PEC) that would result in a savings for the health insurance budget of approximately \$380,000. The Finance Committee was provided with the following suggested uses of the \$380,000 savings:

\$200,000	Add to the Finance Committee Reserve Fund budget for FY20 for any possible budget deficits
\$100,000	Budget increase for the School Department for FY20
\$30,000	Add to the Other Post Employment Benefit Budget (OPEB) for FY20
<u>\$50,000</u>	Cushion for health insurance budget. Excess receipts for free cash.
\$380,000	

If these savings are not utilized the funds would fall out as free cash.

These savings could be used to help with any deficits in the FY20 budgets. The Town could be faced with additional costs associated with the current trash/recycling contract. The trash contract was renewed for two years. The Town’s trash company, Republic Services, is seeking to reopen the trash contract but the Town has been seeking the advice of Town Counsel with regard to force majeure (the ability of Republic to reopen the contract and change the terms of the contact based on unforeseen additional costs to them with regard to recycling). Republic has been claiming they have been incurring higher recycling costs because China is rejecting much of the recycling items coming from the US because the recycling not being clean enough.

**Vote to Reopen Article 11, Motions 1, 2 and 3 – Authorize Certain Revolving Funds**

Mr. Aspinwall presented revised motions for Article 11, Motions 1, 2 and 3 (see meeting documents).

A motion made by Ms. Saint André to reopen Article 11 Motions 1, 2 and 3 was seconded by Mr. McKenna. Vote: 7-0-0.

**Revote – Article 11 Motion 1**

A motion made by Ms. Saint André to recommend Article 11 Motion 1 as printed in the handout and as follows

Revolving Fund	Department Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges of Other Receipts Credited to Fund	Program of Activity Expenses Payable from Fund	Fiscal Years
#152 – Paul Revere Heritage Site Museum Fund	Paul Revere Heritage Committee	Museum grants, museum gifts, museum endowments, contributions, museum donations, museum rentals, museum admission receipts, receipts from events.	Providing additional funding for museum maintenance expenses, operating expenses, capital expenses, repair expenses, building expenses, event expenses.	Fiscal Year 2020 and subsequent years.

was seconded by Mr. McKenna. Vote: 7-0-0.

**Revote – Article 11 Motion 2**

A motion made by Ms. Saint André to recommend Article 11 Motion 2 as printed in the handout and as follows:

Revolving Fund	Department Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges of Other Receipts Credited to Fund	Program of Activity Expenses Payable from Fund	Fiscal Years
#142 – Paul Revere Heritage Site Rolling Mill and Open Space Fund	Board of Selectmen	Rolling Mill, open space or historical grants, Rolling Mill, open space or historical gifts, Rolling Mill, open space or historical endowments, Rolling Mill, open space or historical contributions, Rolling Mill, open space or historical donations, Rolling Mill rentals, grounds rentals, grounds use, receipts from events.	Providing additional funding relative to the Rolling Mill, Grounds and Museum maintenance expenses, operating expenses, capital expenses, repair expenses building expenses, event fees.	Fiscal Year 2020 and subsequent years

and that the Board of Selectmen be hereby authorized to petition the General Court for a home rule Special Act to create a municipal affiliated nonprofit corporation as a body politic and corporate pursuant to chapter 180 of the General Laws or any other applicable statute to be known as "Revere & Son Heritage Trust, Inc.," whose board of trustees is to be appointed by the Board of Selectmen of the Town of Canton and the numbers of such board members are to be determined by the Board of Selectmen, for the purpose of the creation and operation of an open-to-the-public Paul Revere Museum of Discovery and Innovation and the Paul Revere Heritage Site located at Lots 3A and 3B as shown on the plan entitled "Subdivision Plan of Land in Canton Massachusetts" prepared by VHB, Inc. and dated October 8, 2018, as determined by the board of trustees; and further to authorize the General Court with the approval of the Board of Selectmen to make changes in the language of the home rule petition to accomplish the public purpose thereof was seconded by Mr. McKenna.

Vote: 7-0-0.

**Revote – Article 11 Motion 3**

A motion made by Ms. Saint André to recommend Article 11 Motion 3 as printed in the handout and as follows that the spending limits for the revolving funds established pursuant to General By-Laws Article VIII, Section 16 pursuant to the provisions of MGL chapter 44, section 53 E ½ for the 2020 fiscal year beginning July 1, 2019 through June 30, 2020 and that each Revolving Fund shall be credited with the balance remaining in such fund at the end of the FY 2019 as set forth below:

Revolving Fund #	Name of Revolving Fund	FY20 Spending Limit
110	Veteran's Services Special Revenues	\$100,000
119	Library Revolving Fund	\$75,000
130	Recreation Revolving Fund	\$500,000
132	Student Parking Fees	\$100,000
134	Pequitside Farm Rentals	\$50,000
135	Greenlodge Street Parking Fees	\$100,000
136	Beautification Fund	\$10,000
137	Animal Control Special Revenues	\$50,000
138	Library Building Rentals	\$50,000
140	COA Revolving Fund	\$50,000
141	Board of Health Special Revenue	\$50,000
142	Paul Revere Heritage Site Rolling Mill and Open Space fund	\$120,000
145	Traffic Mitigation Fund	\$50,000
152	Paul Revere Heritage Site Museum Fund	\$100,000

was seconded by Mr. McKenna.

Vote: 7-0-0.

**Vote – Article 46 Motion 1**

A motion made by Ms. Saint André to recommend that \$2,684,138 be transferred to the General Fund in Fiscal Year 2020 in order to fund the Town’s annual operating budget as follows:

<b>Vote to Transfer Available Funds</b>		
<b>WITH A VOTE THAT \$2,684,138 BE TRANSFERRED AS FOLLOWS:</b>		
<b><u>TRANSFER FROM</u></b>	<b><u>AMOUNT</u></b>	<b><u>PURPOSE</u></b>
AMBULANCE SERVICE	\$1,050,000	FIRE DEPARTMENT
WATER ENTERPRISE FUND	536,298	FIXED COSTS
SOLAR FACILITY	347,908	TOWN-WIDE ELECTRICITY
SEWER ENTERPRISE FUND	329,454	FIXED COSTS
AMBULANCE SERVICE	165,150	DEBT SERVICE
SCHOOL FOOD SERVICE	160,500	HEALTH INSURANCE
GREENLODGE STREET PARKING FEES	70,000	EXECUTIVE OFFICE
SALE OF LOTS/GRAVES	10,000	CEMETERY MAINTENANCE
BOND PREMIUM FUND	9,828	DEBT SERVICE
CEMETERY PERPETUAL CARE (EXPENDABLE)	<u>5,000</u>	CEMETERY MAINTENANCE
<b>TOTAL</b>	<b>\$2,684,138</b>	

**Was seconded by Ms. Thomas: Vote: 7-0-0.**

**E. Approval of Minutes**

The Finance Committee did not take action on the March 18, 2019 minutes.

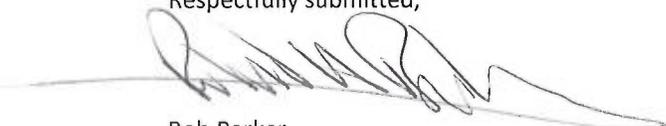
**F. Next Meeting Date:**

The next Finance Committee meeting would take place on Thursday, April 4, 2019 at 6:30 p.m. in the Community Meeting Room of the Canton Public Library. The Town’s auditors would be in attendance at the meeting on April 4<sup>th</sup> to go over the FY18 Management Letter.

**Adjournment: A motion made by Mr. McKenna to adjourn the meeting at 8:59 p.m. was seconded by Ms. Thomas. Vote: 7-0-0.**

Minutes reviewed by: Christos Arsondiadis

Respectfully submitted,



Rob Barker  
Chairman, Canton Finance Committee

**Canton Finance Committee Meeting  
Tuesday, April 2, 2019  
Meeting Documents**

**Please note: Some meeting documents may be found on the Town's website under the Posted Minutes section (Laser Fiche).**

**Some of the Municipal and School Department budgets or Annual Town Meeting documents referred to in Finance Committee meetings may be found on the Finance Committee page of the Town's website.**

Agenda for April 2, 2019. (1 page).

Bolivar Pool Project Costs, provided by Charlie Aspinwall (1 page).

Bolivar Pool Project Budget Status Report and pictures of proposed pool, provided by Liz Francis, Director, Parks & Recreation, draft dated 4/1/19 (4 pages).

Bolivar Pool Facility - Schematic Design Cost Estimate – Revision 4, prepared Rider, Levett & Bucknall (RLB) dated April 2, 2019 (41 pages).

Article 4 – Consent Agenda – draft motion (1 page).

Public Employees Committee (PEC) Breakdown of \$380,000 Savings, provided by Charlie Aspinwall, Town Administrator (1 page).

Article 11 Motions 1-3 – Draft motions, provided by Charlie Aspinwall (2 pages).

Article 46 Motion 1 – Draft motion (1 page).