



Braintree Town Council

Committee of Ways & Means

One JFK Memorial Drive
Braintree, Massachusetts 02184

MEMBERS

Thomas Bowes, Chairman
Shannon Hume, Vice-Chair
Stephen C. O'Brien, Member
Timothy Carey, Member
Thomas Whalen, Member

MINUTES

March 19, 2019

A meeting of the Committee of Ways & Means was held in the Cahill Auditorium, Braintree Town Hall, on Tuesday, March 19, 2019 at 6:30p.m.

Councilor Bowes was in the Chair.

Clerk of the Council conducted the roll call.

Present: Thomas Bowes, Chairman
Shannon Hume, Vice-Chairman
Stephen O'Brien, Member
Thomas Whalen, Member
Timothy Carey, Member

Also Present: Joseph Reynolds, Chief of Staff
Ed Spellman, Finance Director
Marybeth McGrath, Director Licensing & Municipal Inspections
James Arsenault, DPW Director
Debra A. Saucier, DPW Financial Analyst
Daryn Brown, Golf Director

The meeting was opened with the pledge of allegiance to the flag followed by a moment of silence for all those serving in our armed services, past and present.

Approval of Minutes

- February 13, 2019

Motion: by Councilor Hume to approve Minutes of February 13, 2019

Second: by Councilor Carey

Vote: For (5– Bowes, Carey, Hume, O'Brien, Whalen), Against (0), Absent (0), Abstain (0)

Old Business

- None

New Business

- **19 007 Mayor: Rescind prior Borrowing Authorizations or take up any action relative thereto**

Ed Spellman, Finance Director stated this is to rescind a prior bond authorization of \$75,000 to the golf course.

Councilor Hume read the Motion on Order 19 007 for favorable recommendation to the full Council.

That the Town of Braintree rescinds the following amounts that have been authorized to be borrowed, but which are no longer needed for the purposes for which they were initially approved:

<u>Unissued Amount</u>	<u>Loan Order Number</u>	<u>Date of Loan Order Approval</u>	<u>Original Purpose</u>
\$75,000	16 -065(2)	December 6, 2016 (Town Council) December 7, 2016 (Mayor)	golf course reconstruction

Motion: by Councilor Hume Order 19 007 for favorable recommendation to the full Council

Second: by Councilor Carey

Vote: For (5– Bowes, Carey, Hume, O’Brien, Whalen), Against (0), Absent (0), Abstain (0)

- **19 008 Mayor: FY19 Supplemental #2 or take up any action relative thereto**

Councilor Hume read the Motion(s) on Order 19 008 for favorable recommendation to the full Council.

1. Municipal Licenses and Inspections

MOTION: That the sum of \$43,472 be transferred from FY 2018 Certified Free Cash to the Handicap Parking Fines Account.

Marybeth McGrath, Director Licensing & Municipal Inspections stated in order to expend from that account the Commission on Disabilities has to give a recommendation to the Mayor for approval of that. Joe Reynolds, Chief of Staff stated the ADA coordinator position will be funded through the operating budget in the future.

Motion: by Councilor Hume Order 19 008 (1) for favorable recommendation to the full Council

Second: by Councilor Whalen

Vote: For (5– Bowes, Carey, Hume, O’Brien, Whalen), Against (0), Absent (0), Abstain (0)

Enterprise Fund Motions -

E-1. Golf Enterprise Fund

MOTION: That the sum of \$44,000 be transferred from FY 2018 Certified Free Cash to the golf enterprise fund for the purpose covering the capital equipment purchases outlined above.

Daryn Brown, Golf Director stated this is to purchase a weather station with water conservation monitoring system that we would use. It is mobile. It goes around and checks out different parts of the golf course. It takes moisture readings and automatically uploads and plots it to a map and then we know exactly which sprinklers we need to turn on. It shows we are taking those extra steps to reduce water usage at the golf course. The other item is a retrofit for our current sprayer with a GPS. Each nozzle turns on to only spray the area you need. There should be a 10% to 15% cost savings and environmentally it shows we want to be ahead and be good environmental stewards. We only want to put down grub control when we have to put down grub control.

Ed Spellman, Finance Director stated it made more sense to pay this out of the general fund rather than ask for bonding.

Councilor O'Brien asked if golf is going to sign any loan documents to guarantee that loan.

Ed Spellman, Finance Director stated we have not decided a specific term yet. I thought perhaps we go through fiscal 2020 to see how operations go and see how much money they generate and then possibly starting in fiscal 2021 we could start a re-payment schedule.

Councilor O'Brien stated I am a huge fan of the golf course but this just doesn't feel right. This is a loan to this entity instead of going out for bonding.

Joe Reynolds, Chief of Staff stated the mayor feels this operation is going to become more self-sustaining. We have talked about the operation deficits with weather not allowing revenues to be positive.

Councilor O'Brien stated I am uncomfortable with not having any repayment terms.

Joe Reynolds, Chief of Staff asked why are you uncomfortable with this.

Councilor O'Brien stated it is a town owned entity and truly good for the money but you know things happen. I guess it is just because nothing is documented that says it is going to be repayed. No amortization chart, no loan documentation, no percentage of what he is going to have to pay back.

Joe Reynolds, Chief of Staff in the past we have just granted money to the golf course. In this particular case we see the opportunity to not only grant the money but to also recoup the money back here. We are very confident we will generate revenues we have not seen before.

Ed Spellman, Finance Director stated if we asked for bond money the golf course would need to start payment on this in fiscal year 2020 and the terms would be 5 years. We are looking to do a 10 year payback period.

Councilor O'Brien asked if it is legislatively appropriate to loan an entity that is part of the town, not part of the general fund.

Ed Spellman, Finance Director stated in towns that he worked with in the past they did this.

Councilor O'Brien stated he would be voting "present" on this because he does not believe that all the "ducks are in a row".

- Motion:** by Councilor Hume Order 19 008 (E-1) for favorable recommendation to the full Council
- Second:** by Councilor Carey
- Vote:** For (4– Bowes, Carey, Hume, Whalen), Against (0), Absent (0), Abstain (0)
Present (1 – O'Brien)

E-2. Golf Enterprise Fund

MOTION: That the sum of \$95,000 be transferred from FY 2018 Certified Free Cash to the golf enterprise fund for the purpose covering the new operations of the golf concession stand operations program within the enterprise fund.

Daryn Brown, Golf Director stated we have been busy renovating the kitchen and snack bar area to make it more welcome and friendly environment. The golf course entered into the food and beverage operations as of January 3, 2019. It has been a very positive new venture for the golf course. We have a new food/beverage manager. She comes from Linden Ponds with extensive catering experience. This is money to get us into FY20 for the operations of this new department.

Councilor Hume asked if the salary for the manager is in this request.

Daryn Brown stated yes. The manager's position is a M12. Which is a salary of \$67,000 but only need approximately \$33,000 to get us to the end of the fiscal year.

- Motion:** by Councilor Hume Order 19 008 (E-2) for favorable recommendation to the full Council
- Second:** by Councilor Whalen
- Vote:** For (4– Bowes, Carey, Hume, Whalen), Against (0), Absent (0), Abstain (0)
Present (1 – O'Brien)

E-3. Golf Enterprise Fund

MOTION: Where the Mayor was previously authorized by this Council to use a revolving fund in accordance with the provisions of Massachusetts general laws chapter 44, section 53e ½ during the fiscal year commencing July 1, 2018, that the sum of the amount authorized be increased from \$90,000.00 to \$110,000 for fiscal year 2019.

Daryn Brown, Golf Director stated most of this request is for golf merchandise. Instructions to golfers (kids and women’s clinics) have been more than anticipated and need to pay this person.

Motion: by Councilor Hume Order 19 008 (E-3) for favorable recommendation to the full Council

Second: by Councilor Carey

Vote: For (5– Bowes, Carey, Hume, O’Brien, Whalen), Against (0), Absent (0), Abstain (0)

It was unanimously voted to adjourn the meeting at 7:18p.m.

Respectfully submitted,

Susan M. Cimino,
Clerk of the Council

Documents provided for Meeting

- 19 008 Mayor: FY19 Supplemental #2 or take up any action relative thereto
- 19 007 Mayor: Rescind prior Borrowing Authorizations or take up any action relative thereto