

Advisory Board to the
Southfield Redevelopment Authority
March 21, 2016 @ 7:00pm
Conference Room, SRA Offices

Members Present: Carol Karlberg, Chairman
Bruce Hughes, Vice Chairman
Eric Hart, Secretary
Bill Koplovsky
Eric Miller
Jesse McSweeney
Martin Pillsbury

Members Unable to Attend: Joseph Shea

Also Present: Scott Bois, Finance / Treasurer
Lawrence Leahy, Governor Appointee to the Advisory Board

The Chairman called the meeting of the Advisory Board to order at 7:10pm and introduced Mr. Leahy; appointed by Governor Baker for his skill and expertise in real estate development. The Board was reminded to complete the online training program for the Conflict of Interest Law.

Minutes

VOTED: Motion of Jesse McSweeney, seconded by Bill Koplovsky, to approve the minutes of the Advisory Board meeting dated June 29, 2015
5-0-2 vote - Hart and Hughes abstained

The Board reviewed the FY17 General Fund Budget in detail with the Treasurer:

Dept. 111 Board of Directors

Board members discussed cost saving measures. Last year they asked the Directors if they would consider declining their stipend; no response was received. This year a lengthy discussion occurred as the Board considered phasing out Directors compensation. It was agreed to reduce FY17 compensation by 25%, (\$1,562.50 reduction). Mr. Miller stated he would abstain from voting because he was one of four candidates being considered for appointment to a vacant seat on the SRA Board of Directors.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart, to reduce Director Compensation annually from \$6,250 to \$4,687.50, with a recommended Board of Directors Total Budget of \$80,187.50

6-0-1 vote – Miller abstained

Dept. 121 Administration

Mr. Bois noted a reduction in insurance. Discussion ensued on the needs for other professional services, and the line item was reduced by \$8,000.

VOTED: Motion of Eric Hart, seconded by Jesse McSweeney, to reduce the Other Professional Services line item to \$2,000, with a recommended Administration total budget of \$131,100
Unanimous vote

Dept. 133 Finance

The Finance budget was level funded. Discussion ensued on the needs for other professional services and the line item was reduced by \$10,000.

VOTED: Motion of Eric Hart, seconded by Jesse McSweeney, to reduce the Other Professional Services line item to \$10,000 with a recommended Finance total budget of \$166,000
Unanimous vote

Dept. 151 Legal

The Legal budget was level funded. Mr. Bois noted that expenditures to date reached full budget projections, and more legal bills were expected. The Advisory Board determined that \$150K was not reasonable and increased it by \$50K. Some members wanted to recommend that the Directors reevaluate their legal counsel service. Others felt that this recommendation was beyond the authority of the Advisory Board.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart, to recommend an amended Legal Budget total of \$200,000
6-2 vote – Koplovsky and Miller opposed

Dept. 155 Information Systems

The IT budget was level funded.

VOTED: Motion of Eric Hart, seconded by Martin Pillsbury to recommend the Information Systems total budget of \$50,000
Unanimous vote

Dept. 175 Planning

The Planning budget reflected a \$14K salary increase for the Land Use Administrator. Discussion ensued on the needs for other professional services.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart, to recommend the Planning Department budget total of \$232,600
Unanimous vote

Dept. 194 Pension, Benefits and Insurance

Discussion ensued on fixed costs and retiree insurance. The Advisory Board calculated a decrease in Social Security Tax based on the 25% reduction in Directors annual compensation.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart, to recommend a Pension, Benefits and Insurance budget total of \$178,825
Unanimous vote

Dept. 199 Maintenance of Buildings

The Maintenance of Buildings budget was level funded.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart, to recommend the Maintenance of Buildings budget total of \$32,100

Unanimous vote

Dept. 410 Public Works

The Public Works budget increased \$7,500 due to a mowing obligation, per the MA Division of Fisheries and Wildlife Conservation and Management Permit.

Mr. Bois noted that a portion of the costs for Mechanical Parts/Gas would be re-classified from the General Fund to the Water & Sewer Enterprise Fund.

VOTED: Motion of Jesse McSweeney, seconded by Bill Koplovsky, to recommend the Public Works budget total of \$20,400

Unanimous vote

Dept. 7 DEBT

Discussion ensued on deferred Parkway Deficiency payments, and SRA's ongoing responsibility to track on-site expenses and calculate net new revenues for the MA Departments of Revenue and Administration & Finance.

The DEBT budget was the Infrastructure Bond obligation - paid with pledged Southfield tax revenues/special assessments from the Host Towns. Mr. Bois noted that the Bond payments (due each year in August & February) crossed fiscal and calendar years, and that the fiscal year obligation increased \$68,812.50 in FY17.

VOTED: Motion of Eric Hart, seconded by Jesse McSweeney, to recommend total DEBT budget of \$1,066,812.50

Unanimous vote

FY17 Budget

The Advisory Board's recommendations increased the FY17 Budget by a total of \$82,000.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart to recommend to the SRA Board of Directors a Total General Fund Budget of \$2,158,025

Unanimous vote

FY17 Revenue Projections

Discussion ensued on SRA's revenues including, Tax Pledge/Special Assessments, Entitlement Fees, District Tax Levy, and Free Cash; and SRA's operational costs. Mr. Bois noted that FY17 was still a transition year, and that a Free Cash pledge of \$356K was projected to keep the district rate (\$.54) level for another year. The Advisory Board determined that an additional \$16K of Free Cash was needed to balance the FY17 Budget. Further discussion ensued on SouthField's new growth, land values, and tax revenues to the Host towns.

VOTED: Motion of Eric Hart, seconded by Jesse McSweeney, to recommend increased use of Free

Cash to \$371,785.08 for Total FY17 Revenue Projections of \$2,158,025

Unanimous vote

FY17 Enterprise Fund Budget

Mr. Bois noted that the SRA was still a public water supply system (registered w/DEP 2013), and that water was still purchased through a Town of Weymouth Water Agreement that would expire on June 30, 2016. The Board was informed that that the Enterprise Fund by definition was self-sustaining; and that a portion of salary allocations would be re-classified from the General Fund to the Enterprise Fund. Discussion ensued on the units of water purchased in FY16, and projected additional units for FY17 when the new residential development projects are occupied. Mr. Miller was informed that water rates may change after a new Water Agreement was negotiated, and new SouthField residents came on line. The Treasurer presented the details in the FY17 Enterprise Fund Budget to the Advisory Board.

VOTED: Motion of Jesse McSweeney, seconded by Eric Hart, to reduce Miscellaneous Expenses to \$3,000, reduce Other Professional Services to \$8,000, reduce Salaries/Allocations to \$20,000; and recommend an Enterprise Fund Total of \$625,000

Unanimous vote

The Advisory Board will meet jointly with the Board of Directors to discuss the FY17 Budget; recommendations to the Governor will follow.

Annual Election of Officers

VOTED: Motion of Bill Koplovsky, seconded by Martin Pillsbury, to re-elect Carol Karlberg as Chairman

Unanimous vote

VOTED: Motion of Eric Hart, seconded by Jesse McSweeney, to re-elect Bruce Hughes as Vice Chairman

Unanimous vote

VOTED: Motion of Jesse McSweeney, seconded by Bill Koplovsky, to re-elect Eric Hart as Secretary

Unanimous vote

VOTED: Motion of Eric Miller, seconded by Eric Hart, to adjourn the meeting

Unanimous vote

The meeting ended at 9:10pm

Mary Cordeiro, Recording Secretary

Carol Karlberg, Chairman

Documents reviewed during the meeting - FY17 DRAFT Budget