



Town of Arlington
Finance Committee
Minutes

Wednesday, February 1, 2017
Community Safety Building
O'Neill Conference Room
7:30 p.m.

ATTENDEES: DeCoursey, Tosti, Russell, Franclemont, White, Wallach, Foskett, Caccavaro, Harmer, Jones, Fanning, Gibian, Duvadie, Carman, McKenna, Diggins. **Not present:** Bayer, Beck, Deshler, Dyst, Kellar, Howard

VISITORS: Town Manager, Adam Chapdelaine, Deputy Town Manager Sandy Pooler,
ACAC Committee Members: Stephanie Marlin-Curiel, Adrian Ash, Lorri Berenberg

MINUTES:

-Warrant distributed to all present FinCom Committee Members
-Al Tosti started meeting with introduction of new Exec. Secretary, Liz Diggins. Liz to take minutes in the absence of Peter Howard

-Distribution of handout (Ref 1) from Town Manager with Long Range Projection FY2017-FY2023. Discussion led by Deputy Town Manager on line items.

ARTICLE 37 –PRIVATE FUND RAISING. Town Manager spoke to present Article 37 (Arlington Public Art). Requesting \$15,000 to contract with a consultant to help organize and raise money from grants and private organizations. They have \$6K in their budget now.

FinCom suggests a long term goal rather than coming every year for more money. FinCom wants clarification on how the various art groups work together as it is confusing and not clear. Arlington Public Art Committee suggests using a consultant to avoid a part time or full time town position.

Q&A with committee members about other ways to fund raise.....

DISCUSSION OF LONG RANGE PROJECTION Manager And Deputy Manager Discussion & Review with Committee

Specific numbers will change but the same assumptions as previous years.

Noteworthy: State Aid -- we got a little less than was figured (Chapter 70 aid is lower than originally estimated).

State assessments were lower than anticipated -- net effect is slight decrease in resources. Overlay reserve has jumped up because of a warrant article that is coming up for revaluation of property.

The school is in line with previous years increases and guidelines, however Minuteman assessment is up significantly . The Town Budget is slightly under guidelines.

Other issues:

Still storing snow in St. Camillus – temporary.. Town to consider buying lot.

Thompson building construction has started.

Stratton on time, maybe early, to date under budget

ARTICLE 38 - Discussed by Town Manager - Recodification. The committee will hear from the Planning Director

ARTICLE 39 Parking/Operating Costs Meter revenues, violation revenues are expected to exceed meter operating cost. Town Manager will come back in March with a plan of how it will all fit together

Discussion about adding an appendix to the finance committee report about the meters. Problems with the meters: brought on an outside collection firm to catch up on collections. Canadian quarters are jamming the meters. Machines send messages when they are not working.

ARTICLE 40 – Gibbs Middle School renovation - Pursuing a design build process by hiring a construction manager, contractor And architect to work together in the design of the work to be done. The Permanent Town Building Committee will be able to come to FinCom by early March with a more detailed proposal.

Article 41 – Revaluation requests \$400,000. Needs to be done every three years and more thorough every nine years. The committee will wait for a recommendation after the department review.

Article 59 Sanctuary Town Status -- Handout on Sanctuary Town Status - Fact Sheet (from Town Manager). The article is for a resolution. Before we paint a big red target on the town of Arlington -- discussion. Town Manager staying neutral on the matter, developed a neutral fact sheet. It will be on town website tomorrow.

Thank Town Manager & Deputy Town Manager for coming.

The Committee reviewed the warrant for additional articles with financial implications on which to have hearings.

Meeting on Monday, February 6 is canceled.

The Chair reviewed the appointing authority policy that Financial Committee members should not participate in any Town office elections.

Meeting adjourned at 9:40 p.m.

Elizabeth Diggins 2/1/17, revised 2/15/17

Ref 1 Long Range Projection 2/1/17

Long Range Projection FY2017-FY2023
Finance Committee February 1, 2017

	FY 2017	FY 2018	Dollar Change	Percent Change	FY 2019	Dollar Change	Percent Change	FY 2020	Dollar Change	Percent Change	FY 2021	Dollar Change	Percent Change	FY 2022	Dollar Change	Percent Change
I. REVENUE																
A. State Aid	18,828,545	19,135,472	306,927	1.63%	19,899,762	764,290	3.99%	20,303,310	403,548	2.03%	20,583,123	279,813	1.36%	20,899,710	316,587	1.51%
B. Local Receipts	2,474,774	1,615,915	(858,859)	-34.70%	476,523	(1,139,392)	-70.51%	476,523	0	0.00%	476,523	0	0.00%	0	(476,523)	-100%
C. Free Cash	8,971,000	9,071,000	100,000	1.11%	9,171,000	100,000	1.10%	9,271,000	100,000	1.09%	9,371,000	100,000	1.08%	9,471,000	100,000	1.07%
D. Overlay Reserve Surplus	4,537,299	4,537,299	0	0.00%	2,582,359	(1,944,940)	-42.87%	2,582,359	0	0.00%	2,582,359	0	0.00%	2,582,359	0	0.00%
E. Property Tax	200,000	600,000	400,000	200.00%	200,000	(400,000)	-66.67%	200,000	0	0.00%	200,000	0	0.00%	200,000	0	0.00%
F. Override Stabilization Fund	112,439,838	115,955,338	3,515,500	3.13%	119,402,620	3,447,282	2.97%	122,721,802	3,319,182	2.78%	126,045,328	3,323,526	2.71%	129,399,891	3,354,563	2.65%
TOTAL REVENUES	147,451,456	151,285,692	3,834,237	2.60%	157,126,023	5,840,331	3.86%	164,280,686	7,154,663	4.55%	167,940,381	3,659,695	2.23%	162,562,960	(5,377,421)	-3.24%
II. APPROPRIATIONS																
A. Operating Budgets																
School	36,502,362	38,787,542	2,285,180	6.26%	41,318,307	2,530,765	6.52%	43,816,451	2,498,144	6.05%	46,406,877	2,590,426	5.91%	48,685,580	2,278,713	4.86%
Special Education Costs*	18,726,557	20,037,415	1,310,858	7.00%	21,440,034	1,402,619	7.00%	22,940,836	1,500,802	7.00%	24,546,695	1,605,859	7.00%	26,264,964	1,718,269	7.00%
Kindergarten Fee Offset	970,000	970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%
Growth Factor	973,524	1,133,528	160,004	16.44%	1,016,428	(167,106)	-16.56%	1,021,112	4,684	0.45%	632,340	(388,772)	-37.06%	744,756	112,484	17.77%
Net School Budget	57,172,443	60,928,485	3,756,042	6.57%	64,744,769	3,816,284	6.26%	68,740,399	4,003,630	6.18%	72,555,912	3,807,513	5.54%	76,665,309	4,109,397	5.35%
Minuteman	3,649,349	4,099,059	449,710	12.32%	4,242,526	143,467	3.50%	4,391,014	148,488	3.50%	4,544,700	153,686	3.50%	4,703,765	159,065	3.50%
Personnel Services	25,796,486	26,718,570	922,084	3.57%	27,586,924	866,354	3.25%	28,483,499	896,575	3.25%	29,408,213	924,714	3.25%	30,365,012	956,799	3.25%
Expenses	9,874,330	10,116,758	242,428	2.46%	10,445,553	328,795	3.25%	10,785,033	338,480	3.25%	11,135,547	350,514	3.25%	11,497,452	361,905	3.25%
Less Offsets:	2,247,194	2,338,506	91,312	4.07%	2,455,157	76,651	3.25%	2,514,300	79,143	3.25%	2,596,015	81,715	3.25%	2,680,385	84,370	3.25%
Enterprise Fund/Other	33,423,622	34,476,822	1,053,200	3.15%	35,597,320	1,120,498	3.25%	36,754,232	1,156,912	3.25%	37,948,745	1,194,513	3.25%	39,182,079	1,233,334	3.25%
Net Town Budget	5,593,112	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%
MWRA Debt Shift	2,518,645	2,625,960	107,315	4.26%	1,600,047	(1,025,913)	-39.07%	1,552,102	(47,945)	-3.00%	1,474,300	(77,802)	-5.01%	915,956	(558,344)	-61.00%
Exempt Debt Service	7,132,448	7,274,119	141,671	1.99%	6,628,508	(645,611)	-8.88%	6,588,606	(39,902)	-0.60%	6,987,440	398,834	6.05%	6,628,352	(359,088)	-5.14%
Non-Exempt Service	2,469,625	3,881,928	1,412,303	57.19%	2,288,309	(1,613,619)	-41.57%	2,538,701	271,392	11.96%	2,206,035	(333,666)	-13.14%	2,700,544	494,509	22.42%
Cash	(928,185)	(2,868,184)	(1,939,999)	-209.01%	(422,280)	(2,445,904)	-85.28%	(412,558)	9,722	-2.30%	(341,721)	64,837	-15.72%	(375,770)	(28,049)	-7.86%
Total Capital	11,192,533	10,913,823	(278,710)	-2.49%	10,074,584	(839,239)	-7.69%	10,267,851	193,267	1.92%	10,320,054	52,203	0.51%	9,869,082	(450,972)	-4.45%
C. Pensions	9,641,782	10,167,680	525,898	5.45%	10,726,902	559,222	5.50%	11,316,882	589,980	5.50%	11,939,310	622,428	5.50%	12,595,972	656,662	5.50%
D. Insurance	16,920,564	17,622,447	701,883	4.15%	18,748,137	1,125,690	6.39%	19,940,267	1,192,130	6.36%	21,119,949	1,179,682	5.92%	22,390,160	1,270,211	5.85%
E. State Assessments	3,163,446	3,124,075	(39,371)	-1.24%	3,202,177	78,102	2.50%	3,282,231	80,054	2.50%	3,364,287	82,056	2.50%	3,448,394	84,107	2.50%
F. Offset Aid - Assistance to Libraries	54,397	54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%
G. Overlay Reserve	1,202,533	600,000	(602,533)	-50.11%	800,000	200,000	33.33%	600,000	(200,000)	-25.00%	600,000	0	0.00%	800,000	200,000	33.33%
H. Fixed Costs - Res. Fund & Elections	1,607,650	1,574,028	(33,622)	-2.09%	1,617,423	43,395	2.76%	1,605,650	(11,773)	-0.73%	1,692,683	87,033	5.42%	1,675,630	(17,054)	-1.05%
I. Other	677,875	778,338	100,463	14.82%	771,250	(7,086)	-0.91%	773,225	1,975	0.26%	771,950	(1,275)	-0.16%	767,450	(4,500)	-0.58%
J. Warrant Articles	802,224	1,353,426	551,202	68.71%	953,426	(400,000)	-29.55%	953,426	0	0.00%	953,426	0	0.00%	953,426	0	0.00%
K. Override Stabilization Fund	2,349,927	151,285,692	3,834,238	163.50%	157,126,023	5,840,331	3.86%	164,280,686	7,154,663	4.55%	171,458,525	7,177,839	4.37%	178,698,776	7,240,251	4.23%
BALANCE	147,451,456	151,285,692	3,834,238	2.60%	157,126,023	5,840,331	3.86%	164,280,686	7,154,663	4.55%	171,458,525	7,177,839	4.37%	178,698,776	7,240,251	4.06%
Reserve Balai	9,074,598	5,184,719	(3,889,879)	-42.87%	5,184,719	0	0.00%	5,184,719	0	0.00%	5,184,719	0	0.00%	5,184,719	0	0.00%
Stabilization Fund	3,171,584	3,366,731	195,147	6.15%	3,567,733	201,002	6.25%	3,774,765	207,032	6.25%	3,988,008	213,243	6.25%	4,207,648	219,640	6.25%
Override Stabilization Fund	23,142,167	22,771,499	(370,668)	-1.60%	17,387,740	(5,754,427)	-26.27%	8,672,048	(8,515,702)	-97.43%	0	(8,672,048)	-100%	0	(8,672,048)	-100%
Municipal Bldg Ins. Trust Fund	734,957	757,006	22,049	3.00%	779,716	22,710	2.92%	803,107	23,391	2.92%	827,201	24,094	2.92%	852,017	24,816	2.92%
TOTAL	36,123,306	32,079,955	(4,043,351)	-11.21%	26,919,908	(9,203,408)	-34.20%	18,434,639	(8,484,269)	-45.98%	11,220,370	(7,314,269)	-65.20%	10,244,384	(1,076,086)	-10.41%
% of General Fund Revenue	24.5%	21.2%	3.834,238	2.60%	157,126,023	5,840,331	3.86%	164,280,686	7,154,663	4.55%	171,458,525	7,177,839	4.37%	178,698,776	7,240,251	4.06%

The plan does not include any potential impacts of an Arlington High School or Minuteman Regional Vocational School Building Project(s)
The plan does not include any projected revenues or expenditures from the Community Preservation Act

	FY 2017**	FY 2018*	FY 2019*	FY 2020*	FY 2021*	FY 2022*
Actual/Proj. Annual Growth	84	242	217	218	135	159
** Actual Growth - Based on 35% of FY14 DESE Per Pupil Cost of \$13,085 = Growth Factor of \$4,580 X Enrollment Growth						
* Projected Growth- Based on 35% of FY15 DESE Per Pupil Cost of \$13,383 = \$4,684 X Enrollment Growth						

Long Range Projection FY2017-FY2023

Finance Committee February 1, 2017

FY 2018	Dollar Change	Percent Change	FY 2019	Dollar Change	Percent Change	FY 2020	Dollar Change	Percent Change	FY 2021	Dollar Change	Percent Change	FY 2022	Dollar Change	Percent Change	FY 2023	Dollar Change	Percent Change
19,135,472	306,927	1.63%	19,899,762	764,290	3.99%	20,303,310	403,548	2.03%	20,583,123	279,813	1.38%	20,899,710	316,587	1.54%	21,124,077	224,367	1.07%
1,615,915	(858,859)	-34.70%	476,523	(1,139,392)	-70.51%	476,523	0	0.00%	476,523	0	0.00%	0	(476,523)	-100.00%	0	0	0.00%
9,071,000	100,000	1.11%	9,171,000	100,000	1.10%	9,271,000	100,000	1.09%	9,371,000	100,000	1.08%	9,471,000	100,000	1.07%	9,571,000	100,000	1.06%
4,537,299	0	0.00%	2,592,359	(1,944,940)	-42.87%	2,592,359	0	0.00%	2,592,359	0	0.00%	2,592,359	0	0.00%	2,592,359	0	0.00%
600,000	400,000	200.00%	200,000	(400,000)	-66.67%	200,000	0	0.00%	200,000	0	0.00%	200,000	0	0.00%	200,000	0	0.00%
15,955,338	3,515,500	3.13%	19,402,620	3,447,282	2.97%	122,721,802	3,319,182	2.78%	126,005,328	3,323,526	2.71%	129,399,891	3,354,563	2.66%	132,910,190	3,510,299	2.71%
370,668			5,383,759			8,715,692			8,672,048								
51,285,692	3,834,237	2.60%	157,126,023	5,840,331	3.86%	164,280,686	7,154,663	4.55%	167,940,381	3,659,695	2.23%	162,562,960	(5,377,421)	-3.20%	166,397,626	3,834,666	2.36%
38,787,542	2,285,180	6.26%	41,318,307	2,530,765	6.52%	43,816,451	2,498,144	6.05%	46,406,877	2,590,426	5.91%	48,685,590	2,278,713	4.91%	51,160,408	2,474,818	5.08%
20,037,415	1,310,858	7.00%	21,440,034	1,402,619	7.00%	22,940,836	1,500,802	7.00%	24,546,695	1,605,859	7.00%	26,264,964	1,718,269	7.00%	28,103,511	1,838,547	7.00%
970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%	970,000	0	0.00%
1,133,528	3,756,042	6.57%	1,016,428	3,816,284	6.26%	1,021,112	4,003,630	6.18%	632,340	3,807,513	5.54%	744,756	4,109,397	5.66%	454,348	4,022,958	5.25%
60,928,485	449,710	12.32%	64,744,769	143,467	3.50%	68,748,399	148,488	3.50%	72,555,912	153,686	3.50%	76,665,309	159,065	3.50%	80,688,267	164,632	3.50%
4,099,059	922,084	3.57%	4,242,526	868,354	3.25%	4,391,014	896,575	3.25%	4,544,700	925,714	3.25%	4,703,765	955,799	3.25%	4,868,396	986,863	3.25%
26,718,570	242,428	2.46%	27,586,924	328,795	3.25%	28,483,499	339,480	3.25%	29,408,213	350,514	3.25%	30,365,012	361,905	3.25%	31,351,875	373,667	3.25%
10,116,758			10,445,553			10,785,033			11,135,547			11,497,452			11,874,119		
2,358,506	111,312	4.95%	2,435,157	76,651	3.25%	2,514,300	79,143	3.25%	2,596,015	81,715	3.25%	2,680,385	84,370	3.25%	2,767,498	87,113	3.25%
34,476,822	1,053,200	3.15%	35,597,320	1,120,498	3.25%	36,754,232	1,156,912	3.25%	37,948,745	1,194,513	3.25%	39,182,079	1,233,334	3.25%	40,455,496	1,273,417	3.25%
5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%	5,593,112	0	0.00%
2,625,960	107,315	4.26%	1,600,047	(1,025,913)	-39.07%	1,552,102	(47,945)	-3.00%	1,474,300	(77,802)	-5.01%	915,956	(558,344)	-37.87%	903,984	(11,972)	-1.31%
7,274,119	141,671	1.99%	6,628,508	(645,611)	-8.88%	6,588,606	(39,902)	-0.60%	6,987,440	398,834	6.05%	6,628,352	(359,089)	-5.14%	6,628,352	0	0.00%
3,881,928	1,412,303	57.19%	2,268,309	(1,613,619)	-41.57%	2,539,701	271,392	11.96%	2,206,035	(333,666)	-13.14%	2,700,544	494,509	22.42%	2,700,544	0	0.00%
(2,868,184)	(1,939,999)	209.01%	(422,280)	2,445,904	-85.28%	(412,558)	9,722	-2.30%	(341,721)	64,837	-15.72%	(315,770)	(28,049)	8.07%	(375,770)	0	0.00%
10,913,823	(278,710)	-2.49%	10,074,584	(839,239)	-7.69%	10,267,851	193,267	1.92%	10,320,054	52,203	0.51%	9,869,062	(450,972)	-4.37%	9,857,110	(11,972)	-0.12%
10,167,680	525,898	5.45%	10,726,902	559,222	5.50%	11,316,882	589,980	5.50%	11,939,310	622,428	5.50%	12,595,972	656,662	5.50%	13,288,751	692,778	5.50%
17,622,447	701,883	4.15%	18,748,137	1,125,690	6.39%	19,940,267	1,192,130	6.36%	21,119,949	1,179,682	5.92%	22,390,160	1,270,211	6.01%	23,565,643	1,175,483	5.25%
3,124,075	(39,371)	-1.24%	3,202,177	78,102	2.50%	3,282,231	80,054	2.50%	3,364,287	82,056	2.50%	3,448,394	84,107	2.50%	3,534,604	86,210	2.50%
54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%	54,397	0	0.00%
600,000	(602,533)	-50.11%	800,000	200,000	33.33%	600,000	(200,000)	-25.00%	600,000	0	0.00%	800,000	200,000	33.33%	600,000	(200,000)	-25.00%
1,574,028	(33,622)	-2.09%	1,617,423	43,395	2.76%	1,605,650	(11,773)	-0.73%	1,692,683	87,033	5.42%	1,675,630	(17,054)	-1.01%	1,763,976	88,347	5.27%
778,338	100,463	14.82%	771,250	(7,089)	-0.91%	773,225	1,975	0.26%	771,950	(1,275)	-0.16%	767,450	(4,500)	-0.58%	100,000	(667,450)	-86.97%
1,353,426	551,202	68.71%	953,426	(400,000)	-29.55%	953,426	0	0.00%	953,426	0	0.00%	953,426	0	0.00%	953,426	0	0.00%
51,285,692	3,834,238	2.60%	157,126,023	5,840,331	3.86%	164,280,686	7,154,663	4.55%	171,458,525	7,177,839	4.37%	178,698,776	7,240,251	4.22%	185,323,178	6,624,402	3.71%
0	0	0.00%	0	0	0.00%	0	0	0.00%	(3,518,144)	0	0.00%	(16,135,816)	0	0.00%	(18,925,552)	0	0.00%
5,184,719			5,184,719			5,184,719			5,184,719			5,184,719			5,184,719		
3,366,731			3,567,733			3,774,765			3,988,008			4,207,648			4,433,878		
22,771,499			17,387,740			8,672,048			0			862,017			0		
757,006			779,716			803,107			827,201			852,017			877,577		
32,079,955			26,919,908			18,434,639			9,999,927			10,244,384			10,496,173		
21.2%			17.1%			11.2%			6.0%			6.3%			6.3%		

The plan does not include any potential impacts of an Arlington High School or Minuteman Regional Vocational School Building Project(s)
The plan does not include any projected revenues or expenditures from the Community Preservation Act

FY 2018*	FY 2019*	FY 2020*	FY 2021*	FY 2022*	FY 2023*
242	217	218	135	159	97
Projected School Enrollment Growth FY 2017 - FY 2023					
DESE Per Pupil Cost of \$13,085 = Growth Factor of \$4,580 X Enrollment Growth					
DESE Per Pupil Cost of \$13,383 = \$4,684 X Enrollment Growth					