



ARLINGTON FINANCE COMMITTEE
MINUTES OF MEETING
3/1/21 7:30 PM
 Conducted by Remote Participation - Zoom Meeting

ATTENDEES:

Gibian	i	Padaria	p	Pokress		Kellar	p	McKenna	p
Blundell	p	Wallach	p	Harmer	p	Tosti	p		
Ellis	p	Foskett	p	Deyst	p	Kocur	p		
White		Beck	p	Jones	p	Deshler	p		
Franclemont	p	Howard	p	LaCourt	p	Carman	p	Diggins	p

p Indicates present, I indicates late

Visitors: Chair CPAC Eric Helmuth, Assistant Town Manager Jim Feeney, Management Analyst Juli Wayman, Ann Woodwork

1. INTRODUCTION: Foskett read the rules for the meeting as formulated by Town Counsel based on the Governor’s authorization. An important rule is that all votes be by role call. Attendance was taken by roll call.

Note: A vote of “unanimous” means “unanimous vote by all present”. Also the Chair only votes to break a tie.

2. MINUTES of 2/24/21 accepted unanimously.

HEARINGS

3. CPAC: Helmut said that both the SB and the CPC have voted to support this plan. Using a Power Point presentation Ref 1, he described plans for FY22. Under community housing he listed Drake Village \$251,793 for door repair; Leasing Differential Program \$27,228 to fill gaps in subsidies from the Somerville Homeless Coalition.

Under open space he described plans to renovate the North Beach Ramp At Spy Pond Park \$40,000 in support of the ConCom; Hurd Field Renovations \$1,493,026 in support of the Rec Dept, lighting & plans for turf, fencing, connecting paths; Spy Pond Playground \$490,883 in support of the Rec Dept, plans to replace play equipment and ground cover; Public Land Management Plan \$30,000 in support of Planning Dept to develop a coordinated plan for 8 venues.

Under Historic Preservation Old Schwamb Mill Building Envelope \$55,000 in support of the Schwamb Preservation trust to carry out an engineering assessment of the walls & paint them; Preservation of the Jason House \$249,625 in support of the Arlington Historical Society to plan & install a heat

pump for year round use; Foot Of The Rocks Study \$55,000 in support of the Town Manager's Office /Al Tosti to enhance the entrance to the site of the 1775 battle. Tosti added his vision for this project. Helmuth reviewed the expected revenues including a \$318,600 State match. He fielded many questions.

BUDGETS

4. ASSESSOR: Removed from table. FinSubCom Kellar reported that Otherwise Unclassified is spent on education for staff. The FY21 midyear actuals in the other expense items are comparable with the budgets.

VOTED \$345,085 Unanimous

5. COUNCIL ON AGING: HumSer SubCom Franclemont recommended the budget as printed. She will find out where the new offset came from. Tabled.

6. DIVERSITY: HumSer SubCom Franclemont noted that this is a new divisionformed to carry out functions formerly done by a committee in the department. It has new personnel. She will put together a summary of these activities in FY21 & FY22. Tabled

7. LIBRARIES: Lib SubCom Franclemont described the programs carried during the pandemic. The library was busier than normal despite being closed to the public. She recommended the budget as printed.

VOTED \$2,629,644 Unanimous

8. RETIREMENT: Padaria, using material provided by the Retirement Board, corrected the budget as printed. He discussed the detailed budget (Ref 2). He noted that they have a 1 year lease in the Senior Center at increased cost over their old lease at AHS. He also showed the funding schedule with 2035 being the first fully funded year. Padaria showed the end of year Meketa report on the OPEB fund worth \$19.7m.

VOTED \$12,635,521 Unanimous

9. FACILITIES: Deshler recommended the budget as printed. She described the new director's background in both public and private organizations. There have been fuel saving efficiencies but fuel costs have increased for a net increase. She described the limitations of the existing facilities software and desired capabilities: to track & schedule maintenance on all major Town & School mechanical units. The needed records do not yet exist and would require a substantial effort. Kocur expressed concern about the payoff from such an upgrade.

VOTED \$812,849 unanimous.

15. RESERVE FUND BALANCE: \$1,556,724

COMMITTEE: Jones announced a virtual tour of the DOR Division of Local Services' Municipal Data Bank.
The meeting adjourned at 10:00 PM.

Peter Howard
3/2/21
Revised 3/3/21

Ref 1 CPAC FY22 Program
Ref 2 Retirement Board Budget



Community Preservation Act Committee

Eric Helmuth, chair





Fiscal Year 2022

Community Preservation Act (CPA)



**Historic
Preservation**



**Open Space &
Recreation**



**Community
Housing**





DRAKE VILLAGE RENOVATIONS

Arlington Housing Authority

\$251,793





LEASING DIFFERENTIAL PROGRAM

Somerville Homeless Coalition

\$27,228



NORTH BEACH RAMP AT SPY POND PARK

\$40,000

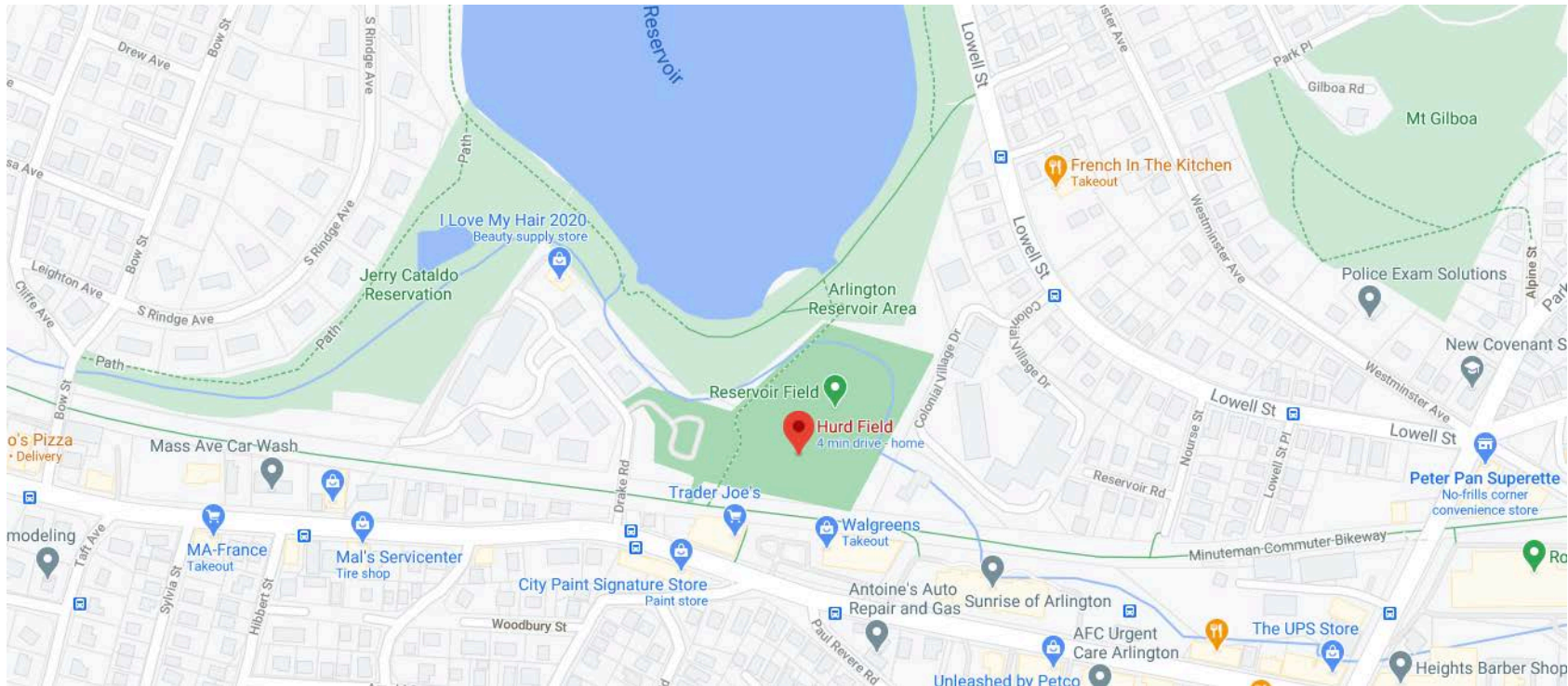
Arlington Conservation Commission



NORTH BEACH RAMP AT SPY POND PARK

Arlington Conservation Commission

\$40,000



HURD FIELD RENOVATIONS

Arlington Recreation Department

\$1,493,026



**HURD FIELD
RENOVATIONS**
Arlington Recreation Department



\$1,493,026



HURD FIELD RENOVATIONS

Arlington Recreation Department



\$1,493,026



SPY POND PLAYGROUND

Arlington Recreation Department

\$490,883





PUBLIC LAND MANAGEMENT PLAN

Dept. of Planning and Community Development

\$30,000





OLD SCHWAMB MILL BUILDING ENVELOPE

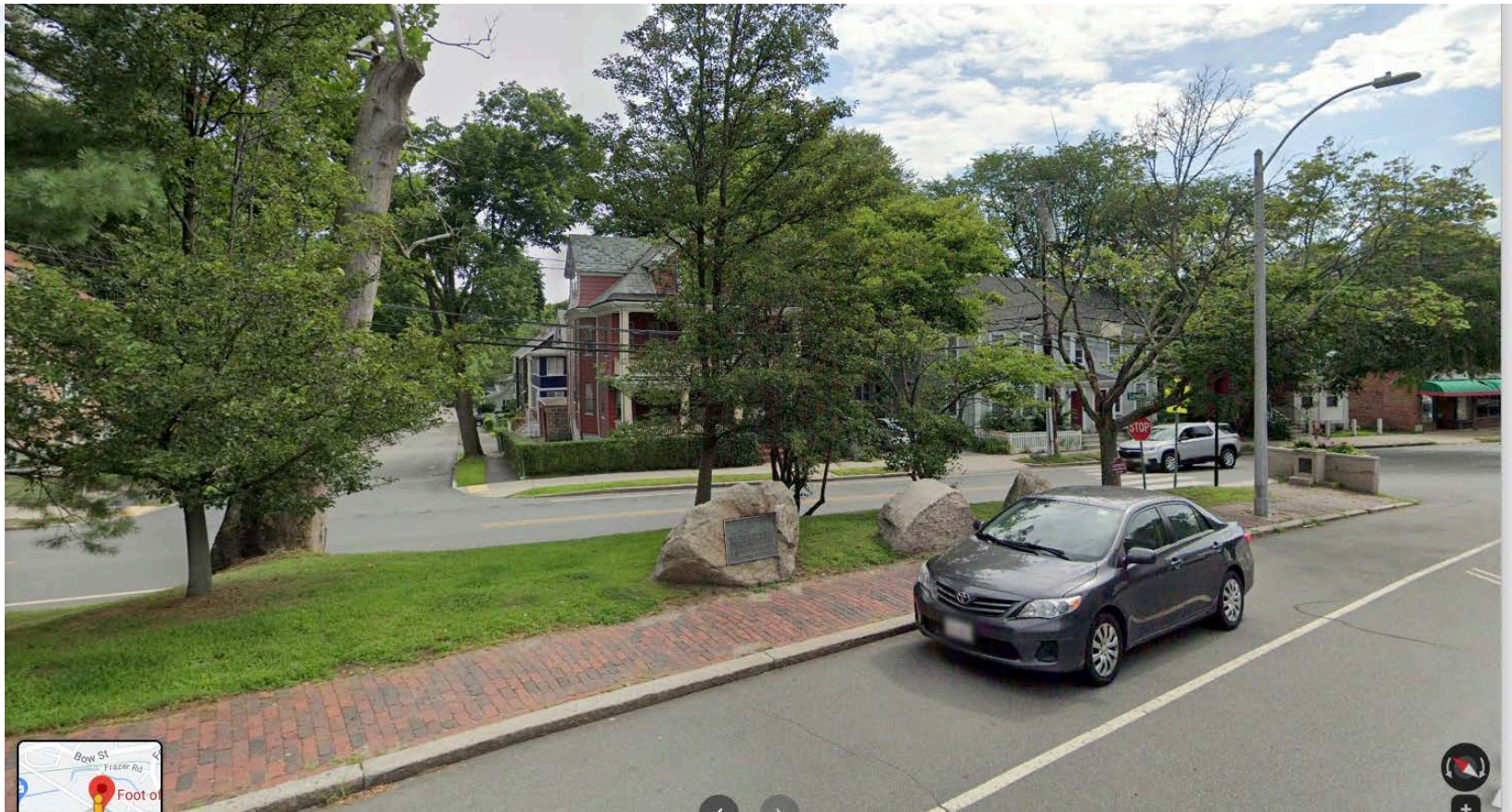
\$55,000 Schwamb Mill Preservation Trust



PRESERVATION OF JASON RUSSELL HOUSE

\$249,625

Arlington Historical
Society



FOOT OF THE ROCKS STUDY

\$55,000

Town Manager's Office / Allan Tosti

FY22 Community Preservation Act, Final Applications

Project Title	Applicant(s)	Application	
Community Housing			
Drake Village Renovation	Arlington Housing Authority	\$ 251,793	
Leasing Differential	Somerville Homeless Coalition	\$ 27,228	
	Housing Subtotal	\$ 279,021	
	10% FY22 Housing Allocation funded through FY22 Estimated Funds	\$ 216,360	} \$279,021
	Transfer from FY21 Community Housing Set Aside, \$500K	\$ 62,661	
Open Space/Recreation			
North Beach Ramp at Spy Pond Park	Conservation Commission	\$ 40,000	
Hurd Field	Recreation Department	\$ 1,493,026	
Public Land Management	Dept. of Planning and Community Development	\$ 30,000	
Spy Pond Playground	Recreation Department	\$ 490,883	
Historic Preservation			
Foot of the Rocks	Town/ Manager's Office / Allan Tosti	\$ 50,000	
Preservation of the Jason Russell House (Continued)	Arlington Historical Society	\$ 249,625	
Old Schwamb Mill Barn Envelope.Structural Engineer Report	Schwamb Mill Preservation Trust	\$ 55,000	
	Subtotal, FY22 CPA Applications	\$ 2,624,894	
	CPAC Administrative Expenses Account	\$ 59,499	
	Grand Total	\$ 2,684,393	
Estimated CPA Funds Available for FY22 Appropriation			
	Total Town CPA tax revenue estimate in FY22	\$ 1,845,000.00	FY21 Estimate of \$1.8M + 2.5%
	State Match	\$ 318,600.00	State Match, 17.7% of 2021 CPA estimate \$1,800,000
	Anticipated EOY CPA Fund Balance	\$ 666,784.21	
	Prior CPA Project Turnbacks	\$169,541.61	
	Total CPA Estimate Available for Distribution	\$ 2,999,925.82	

2021 Expense Budgets

	2017	2018	2019	2020	2021
Salaries					
Board Members (5)	\$22,500	\$22,500	\$22,500	\$22,500	\$22,500
Custodian of Funds	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
Staff					
Retirement Administrator	\$104,410	\$106,498	\$108,628	\$110,801	\$111,909
Assistant Administrator	\$56,738	\$57,874	\$59,031	\$60,212	\$64,000
Overtime, Temp	\$1,500	\$1,500	\$2,500	\$2,500	\$2,500
Longevity	\$5,402	\$5,510	\$5,620	\$6,335	\$7,676
Other Expenses					
Legal	\$14,500	\$13,500	\$13,500	\$12,000	\$11,000
Supplies	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
Postage	\$10,000	\$7,500	\$8,000	\$8,000	\$8,000
Meetings & Dues	\$14,000	\$14,000	\$14,000	\$13,000	\$13,000
Insurance	\$11,500	\$11,500	\$12,000	\$13,000	\$14,100
Office Equipment	\$8,000	\$8,000	\$8,000	\$8,000	\$6,000
Service Contract					\$4,900
Medical Expenses	\$600	\$800	\$700	\$700	\$800
Pension Technology	\$24,000	\$25,000	\$25,000	\$26,660	\$27,985
Employee Portal PTG	\$3,150	\$3,200	\$3,300	\$3,150	\$3,150
PTG Scanning	0	\$0	\$4,000	\$4,000	\$4,000
Rent	\$15,343	\$15,500	\$16,000	\$15,000	\$18,759
Powers and Sullivan	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
Consulting & Fees					
Actuarial valuation	\$20,000	\$25,000	\$25,000	\$26,000	\$15,175
OPEB valuation					\$10,000
OPEB consulting	\$21,000	\$26,000	\$28,000	\$28,000	\$31,000
Health Ins/Staff	\$40,543	\$41,000	\$41,000	\$49,920	\$46,010
Total					
Actuarial Budget	\$387,186	\$398,882	\$410,779	\$423,778	\$436,464
		3.02%	2.98%	3.16%	2.99%
Investment					
Alt. investments IV	\$20,000	\$20,000	\$5,000	\$5,000	\$0
Alt. investments VII	\$37,500	\$37,500	\$37,500	\$37,500	\$17,500
Custodian	\$16,000	\$17,000	\$17,000	\$17,000	\$18,000
PRIT	\$825,000	\$851,850	\$864,000	\$864,000	\$982,800
Total Investment					
Mgmt Budget	\$898,500	\$926,350	\$923,500	\$923,500	\$1,018,300
Total					
Operating Budget	\$1,285,686	\$1,325,232	\$1,334,279	\$1,347,278	\$1,454,764