



Arlington Finance Committee

Date: Monday, March 4, 2024.

Time: 7:30pm.

Location: O'Neill Community Room, Public Safety Building, 112 Mystic Street, Arlington, MA.

Minutes

Attendance: Christine Deshler, Annie LaCourt, Topher Heigham, Dean Carman, Michael Ruderman, Charles Foskett, David McKenna, Alan Jones, Sophie Migliazzo, John Griffin, Peggy Bliss, Rebecca Younkin, Darrel Harmer, Allan Tosti and Tara Bradley (Secretary). Visitors: Anna Litten – Director of Libraries, Adam Delmolino – Library Trustee, Drake Pusey - Human Rights Commission Co-Chair, Griffin Jones - Human Rights Commission Co-Chair (remote), Colleen Leger - Director of Health & Human Services (remote), Jillian Harvey - Director Diversity, Equity & Inclusion (remote).

1. Article 55 – Appropriation / Massachusetts Public Library Construction Program Match: \$150,000 from town appropriation plus \$100,000 match from state would go to planning and design phase (community needs assessment). 2015-2018 Reimagining Our Libraries project work not always applicable due to changes in library service needs following COVID pandemic and increase in remote work. Litten explained that program is not in Capital Plan because there are no construction figures at this stage with needs assessment being first step. Automatic door opener being installed on Mass Ave entry, door is still not wide enough to be ADA accessible. Working with Claire Ricker on Fit and Feasibility Study which Litten expects to take 6 months.
2. Article 46 – Appropriation / Committees and Commissions - Human Rights Commission: the committee discussed the \$2,500 increase in budget request for FY25 and proposed email and server costs.
3. 2/28/2024 Minutes: motion to accept minutes passed with 15 in favor and two abstaining (Carman and Migliazzo).
4. Public Works - Solid Waste: we are in the second year of a three-year contract with Republic and are going out to bid. Toters (likely 35-gallon barrels with a 10-year lifespan) will be used starting in FY26 with \$750,000 in Capital Budget to purchase them.
 - a. VOTE: motion to accept \$4,644,973 Solid Waste Total passed with 15 in favor and one opposed (Foskett; LaCourt missed vote).

5. Human Resources: Director had a reclass last year. Training costs are largely for mandatory Police assessments.
 - a. VOTE: motion to accept \$393,533 Human Resources Taxation Total passed unanimously (LaCourt missed vote).
6. Article 37 – Positions Reclassification: FY25 included eight requests. Two requests were being denied by HR and both appealed and received their requests.
 - a. VOTE: motion to accept \$11,886 Reclassification Total passed unanimously (LaCourt missed vote).
7. Article 45 – Appropriation – Minuteman Regional Vocational Technical High School and out of District Vocational Placements: assessment has gone down about 5%. Athletic Fields are now being paid out of the enterprise funds.
8. Article 46 – Appropriation / Committees and Commissions – Human Rights Commission: the committee discussed email and IT proposed costs.
 - a. VOTE: motion to table the budget pending further explanation on proposed email, IT and training costs passed with nine in favor and seven opposed.
9. Article 46 – Appropriate / Committees and Commissions – Zero Waste Arington: a FY25 budget was shared with the committee. The committee previously approved this budget on 2/12/24 and chose not to revisit this business following receipt of the FY25 budget.

Summary of Votes

Budget	Total	Status	Date	Votes
Public Works – Solid Waste	\$4,644,973.00	Approved	3/4/2024	15-1-0
Human Resources	\$393,533.00	Approved	3/4/2024	16-0-0
Article 37 – Positions Reclassification	\$11,886.00	Approved	3/4/2024	16-0-0
Article 46 – Committees & Commissions	\$10,000.00	Postponed	3/4/2024	9-7-0

Meeting adjourned at 9:52 pm.

By Tara Bradley.

Reference 1: Libraries Presentation

Reference 2: Human Rights Commission FY25 Budget

Reference 3: Solid Waste FY25

Reference 4: FY25 Reclass Request Explanation 2-28

Reference 5: FY25 Reclass Request Explanation 3-6

Reference 6: Reclass for FY25 v20240216

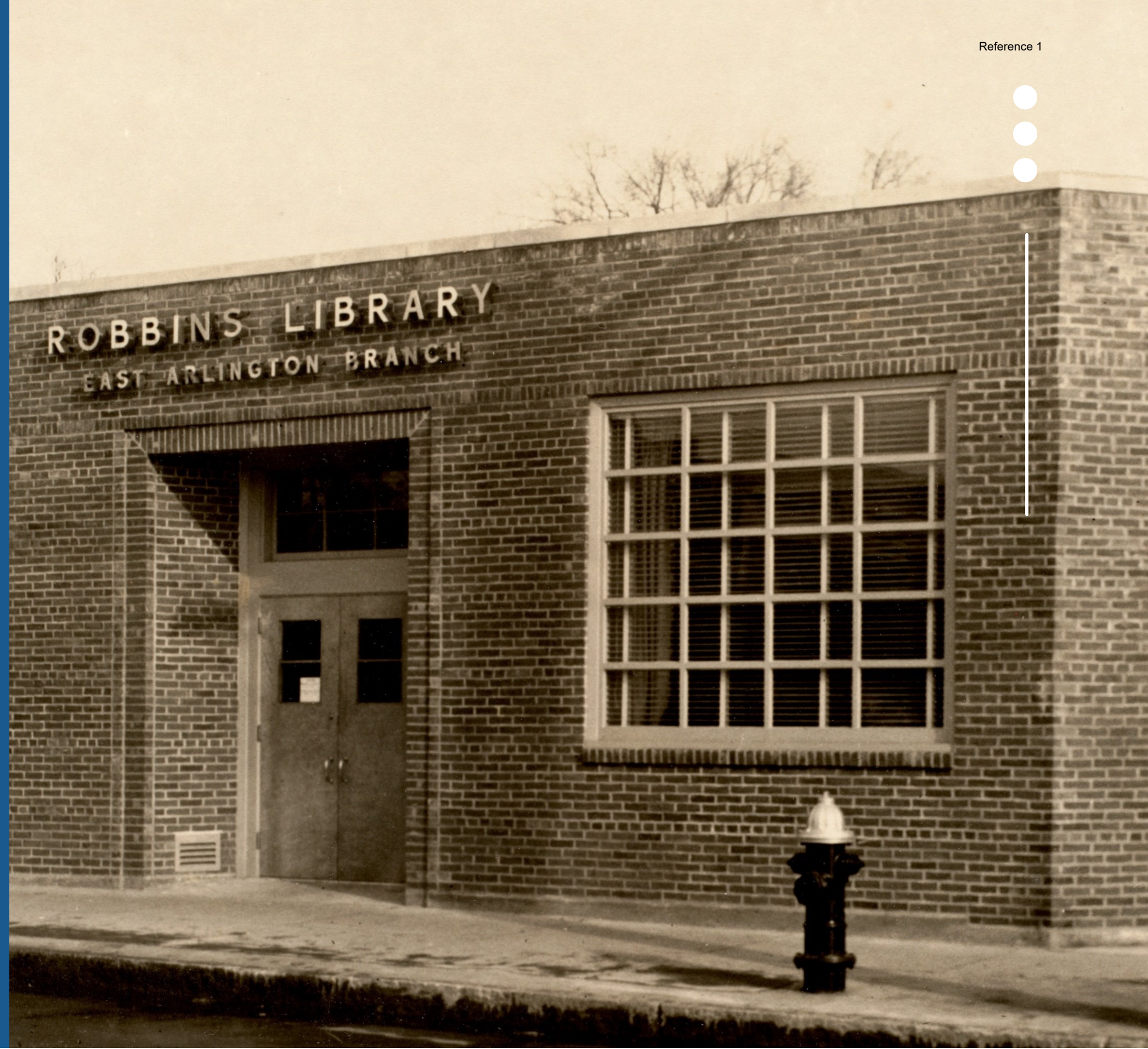
Reference 7: Reclass for FY25 v20240306

Reference 8: Minuteman FY25 Assessment

Reference 9: Zero Waste Arlington FY25 Budget

A New Future for the Fox

Supporting accessible library
services in East Arlington





East Arlington needs appropriate library services

Library services, collections, and space have been an important part of the East Arlington community since 1917

Fox Branch Library Today

Rising Circulation
121,687

Annual Visitors
82,481

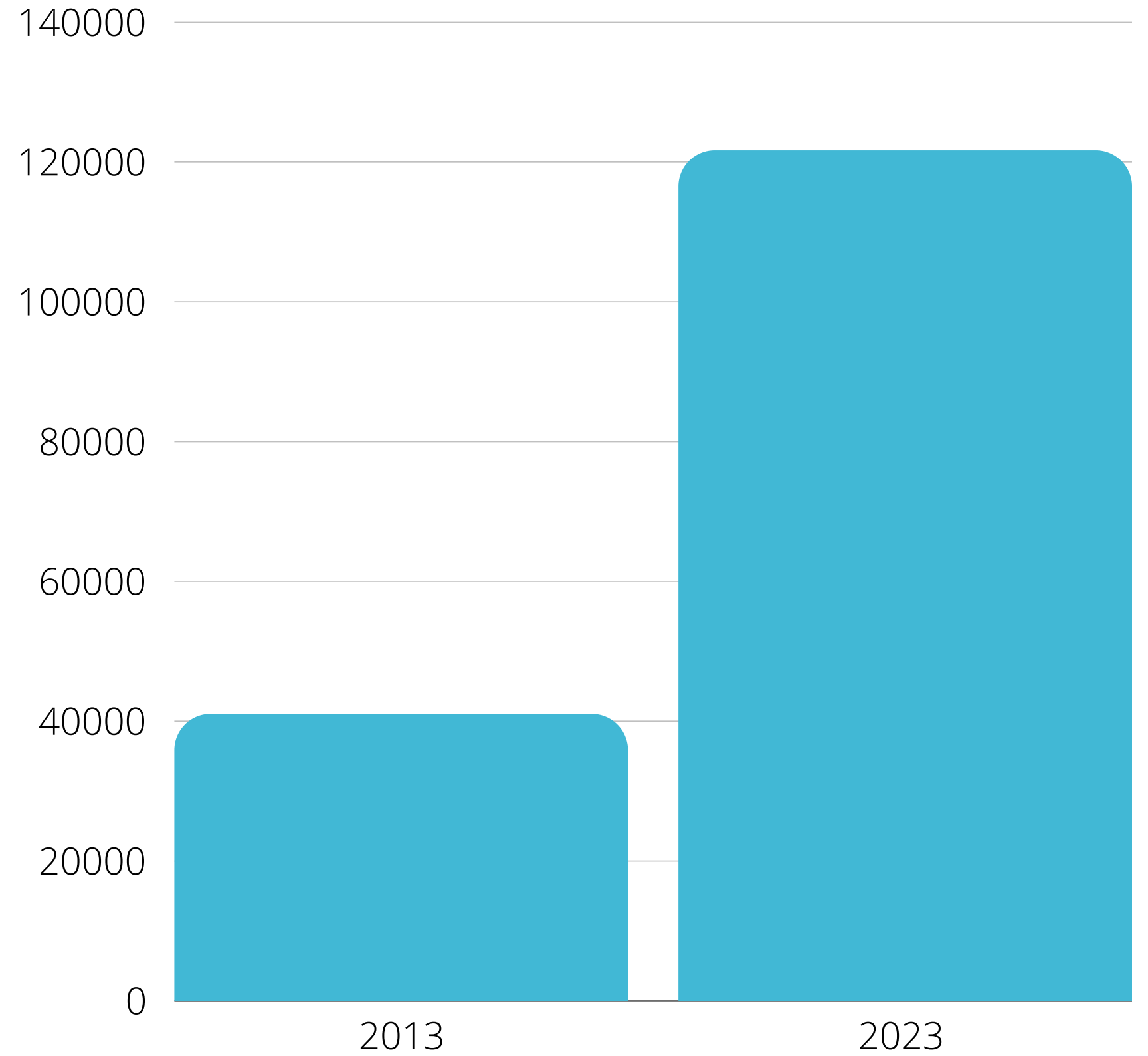
Program Attendance
7,051

Meeting Room Use
347

Growth at Fox

The Fox Branch Library has seen remarkable growth in attendance and circulation over the last 10 years

200%+





Approval to apply for, accept, and expend MPLCP grant funds for a public library project by a majority of town meeting

Contract with an architect to complete schematic design and estimate costs

Article 55

Planning and Design



\$150,000

Appropriation required for Massachusetts Public Library Construction Program Match

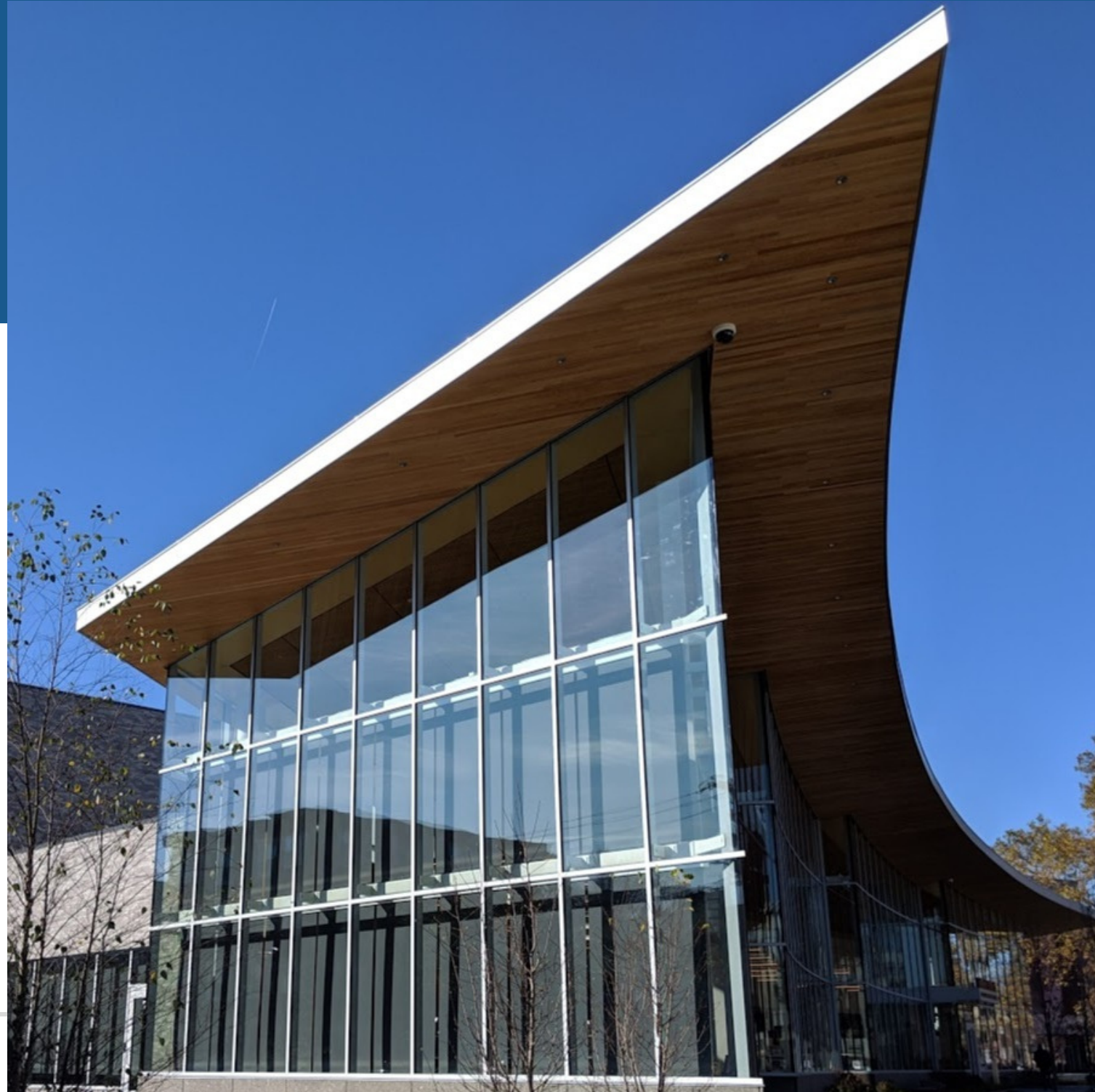
Our Request

A New Building for the Branch

- Fox Branch Library lacks ADA access
- Additional significant costs associated with installing elevator and appropriate structural changes to building and envelope
- 2015-2018 Reimagining our Libraries committee and architect recommended a rebuild of the branch



MPLCP Grant Funds



What's available for communities?

- 50% of eligible costs for planning and design, up to \$100,000
- Incremental state share for construction costs, up to 60%
- Additional 3% awarded for green construction
- Full information available in the 2023 Program Notice

What's Next?



- MPLCP grant package due in May, 2024
- Grants awarded in October, 2024
- Cost estimates anticipated, late 2025
- Construction grants calculated, February, 2026



Thank you for your time!



We seek the endorsement of the Finance Committee for Article 55 and the appropriation of \$150,000

**HUMAN RIGHTS COMMISSION
PROPOSED BUDGET FY25**

Reference 2

ITEM	BENEFIT	COST
Communications Technology & Infrastructure		
Website & domain (Wix)	The arlingtonhumanrights.org website features news, events listings, information about the commission and commissioners, and our incident reporting forms.	\$132.00
Shared file server (Google Workspace)	Critical infrastructure that enables working groups and co-chairs conduct business with shared files: agendas, minutes, training materials, flyers, tracking spreadsheets, etc.	\$172.80
Outreach email platform (Brevo)	We send monthly or more frequent emails to over 600 subscribers and growing. Contents include human rights education, local event promotions, important statements, etc. In 2024 we sent our first bilingual email. In 2025, we plan to start using this system for rapid response team notifications as well.	\$378.00
Incidentals	Budget set aside for unforeseen technical needs.	\$317.20
SUBTOTAL		\$1,000.00
Events & Outreach		
Tabling Supplies	Supplies and handouts for tabling events like Town Day, Resource Fairs, Farmers Markets, Lunar New Year celebrations, etc.	\$750.00
Vigil / Tragic Event Supplies	In the event of tragic human rights events, we plan to hold vigils and other community events to bring comfort and unity to the town.	\$300.00
Coffee With A Commissioner Supplies	Our in person coffee chats with commissioners, a regular way of fulfilling the Commission's responsibility to promote an accessible and welcoming Arlington, have resumed since the pandemic. We need materials to make coffee chats more visible in the cafes where we hold them: signs, buttons, etc.	\$50.00
Black History Month Supplies	Light Pole Banners (new, maintained, and replaced) and other materials to prominently celebrate BHM.	\$1,500.00
Days of Learning	Annual / Semi-annual programs with speakers and community discussions on important human rights topics for the town.	\$1,000.00

	The AHRC multiplies funding and impact by co-sponsoring human rights-related events led by other organizations. Examples include Indigenous Peoples Day events, LGBTQIA+ events, cultural, educational, and arts programs.	\$1,500.00
Event Co-Sponsorships		
Translation services	Paid translation as needed for accessible outreach to marginalized communities.	\$300.00
Incidentals	Budget set aside for unforeseen needs (i.e. AV, room rental fee, etc.)	\$500.00
SUBTOTAL		\$5,900.00
Training		

	Critical, recurring training needs include: active bystander intervention training, mediation and negotiation training, recognizing hate crimes training, mental health first aid and trauma-informed care training, among others	\$600.00
Skills training for commissioners		
SUBTOTAL		\$600.00

TOTAL PLANNED BUDGET for FY2025	\$7,500.00
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REQUEST FOR BUDGET INCREASE

	Commissioners are currently using personal email addresses. This has led to challenges with coordinating outreach across idiosyncratic email address formats and domains, and affects our ability to perform our duties, including causing us to lose our MailChimp account. To appear legitimate to the community, and to facilitate records retention for FOIA requests, we would benefit from additional seats on our gmail plan (see "shared file server" above) so we can all use arlingtonhumanrights.org addresses.	\$2,246.40
Email addresses for each commissioner		
Additional budget for events and co-sponsorships		\$253.60
TOTAL REQUEST FOR BUDGET INCREASE		\$2,500.00
TOTAL PROPOSED NEW BUDGET FOR FY2025		\$10,000.00

Waste Disposal FY25

Solid Waste is responsible for collecting garbage, recycling, yard waste, construction material, food scraps, and hazardous waste. The Department also hosts monthly Recycling Center events to collect harder-to-recycle materials that cannot be collected as part of our curbside program. They also operate a very popular Swap Shed (they just doubled the size) and bike donation events.

We pay two costs for garbage: 1) Solid waste collection (established by contract at about \$3M), and 2) Tipping fees (currently at \$84.39 a ton...a little better than \$87 projection).

2023 Numbers

Solid Waste – **10,775 tons** (12,217 in 22)

Recycling – **4,542 tons** (4,716 in 22)

Yard Waste – **3,356 tons** (2,801 in 22)

Electronic Waste – **33.0 tons** (40.20 in 22)

Appliances (units) – **353 units** (782 in 22)

Hazardous Waste – **487 carloads**

5224, Recycling – Cost for monthly recycling center

5242, Solid Waste Collection – Amount determined by contract

5243, Yard Waste – leaves, Christmas trees, etc.

5276, Solid Waste Disposal – Tipping fees

5277, Residual Disposal – Construction waste from sidewalk repairs, etc.

527701, Feed Scrap Diversion – H.S., 2 neighborhood bins, and bin at DPW

5500, Hazardous Waste Collection – Fees to Lexington to pay for our residents

Big picture is that we still don't know how much our next contract will cost. We are currently in the second year of a 3-year contract (years follow our fiscal year). Republic, our current provider, recently offered us a deal, but we decided that it made sense to go out to bid. That doesn't mean they aren't in the running.

We are in the second year of our contract with Republic. It is a very favorable contract. Because Republic wanted to buy out our previous company, JRM Hauling, and there was an advantage in working with a lot of towns, we received favorable rates. No matter what happens our rates will be going up in FY26.

Last year Republic came to us and said that they were losing \$1M a year on our contract. To help them with costs we agreed to let them tip in Roxbury rather than North Andover, which saves them overtime pay (drivers were waiting in line for hours). It's also better for the environment as the trucks aren't idling for as long.

We also don't know the choice for any of the other decisions (e.g., will we charge for bulk pick-up or increase the cost of bags?). We are going out to bid now which means we should have a decision by the end of the summer. Outreach on any changes would happen in the fall.

- We know that we will need to pay tipping fees for recycling. A long time ago hauling companies could make money from recyclables so they didn't charge a fee. That is no longer true.
- We know that we will be using totters in FY26, which is now standard in both our region and the industry. They are cheaper to operate, easier to hire for, and they are more sanitary (less garbage on the streets, harder for animals to access). There is currently \$750K in the capital budget to buy them (they are supposed to have a 10-year lifespan).
- Charlotte is currently pursuing two grants. The first for \$300K would require us to use smaller trash barrels (35 gallon). The second is to help pay for the recycling containers.

Other Thoughts:

- New mattress disposal, mandated by law, is working well. The Town collects about 90-100 mattresses a month. We charge \$45 for both drop off and pick up. We make a little from the drop off and it costs a little more from the pick-up, but it all evens out.
- The Waste Diversion position is still vacant. We made an offer recently, but the person just declined. We need to figure out how to handle transportation (e.g., if person uses own vehicle, we need to compensate that). This position can help with enforcement, help staff the recycling center, and could eventually replace Charlotte.
- There is enough money coming in each year to pay \$35K of the Recycling Coordinator's salary.
- The student warrant article is still in process. We are hoping to use State resources to launch.

Composting

- We are currently on hold with expanding our neighborhood compost bins. Park and Rec approved 3 more locations several years ago. We would need to go back to them. The Town has a new compost vendor, Black Earth, which is a little more expensive. We don't advertise the ones that we have because we don't have the capacity to expand the program.
- We no longer think the State is about to mandate that Towns compost, so we have some time to figure this out. We are watching what happens in neighboring communities (Watertown & Cambridge). Although composting does lower our tip fees the program currently costs more than it saves.

1. By reclassifying the following positions	FTE	Value	Salary Δ	Notes	2. By adding the following positions:	Notes	3. By deleting the following positions:	Notes
A. Zoning Assistant – AFSCME OA4 to AFSCME ATP4 Inspections					A. Office Manager – Inspections AFSCME ATP4 Inspections		A. Zoning Assistant AFSCME OA4 Inspections	
B. IT Administrative Assistant AFSCME OA7 to AFSCME ATP FTE 1 \$660 Information Technology	1	\$660			B. Office Manager – IT AFSCME ATP4 Information Technology		B. IT Administrative Assistant AFSCME OA7 Information Technology	
C. Working Foreman – Laborer MC7 to MC8 Public Works/Parks Division	1	1,997			C. Budget Coordinator MTP10 Town Manager’s Office		C. Budget Director MTP10 Town Manager’s Office	
D. Assistant Benefits Coordinator OA5 to OA6 Human Resources	0.8	\$739			D. Building Automation Systems Manager MTP 12 Facilities		D. Grants Accountant – OA5 Town Manager’s Office	
E. Admin. Asst./Billing Agent AYCC AFSCME ATP4 to ATP5 Health and Human Services/Arlington Youth Counseling Ctr.	1	\$3,592		This person manages the medical insurance bills of 12 FTE/11PT staff.	E. Project Manager – SEIU11 Facilities		E. Superintendent of Building Maintenance SEIU 11 Facilities	
F. Clinical Director – AYCC MTP10 to MTP12 Health and Human Services/Arlington Youth Counseling Ctr.	1	\$2,393		AYCC is a non-profit. AYCC pays 100% of the salaries. Town pays health benefits. Non-Lic staff (11) are grad student/interns			F. Sr. Clerk and Typist – COA OA2 Health and Human Services	
G. Director of Youth Services MTP13 to MTP14 Health and Human Services/Arlington Youth Counseling Ctr.							G. Sr. Clerk and Typist – Library OA2 Libraries	
H. Program Supervisor – Recreation SEIU 7 to SEIU 8 Recreation	1	\$2,505			H. Kid Care Assistant Preschool Director – MTP2 Recreation			
I. After School Program Director MTP2 to MTP5 Recreation		\$11,886			F. Kid Care Director – Operations MTP5 Recreation		H. After School Program Director MTP2 Recreation	
J. Assistant After School Director MTP1 to MTP5 Recreation					G. Kid Care Director – Curriculum MTP5 Recreation		I. Assistant After School Director MTP1 Recreation	

8 Requests for Reclassification

2 Denials

0 Withdrawal

2 Appeals Both

6 Accepted Reclassifications

4 Approved by Caryn

2 Approved by a 3rd Party.

1 works within HR - a subordinate of HR Dir.

1 determine external 3rd party best option.

1. By <u>Reclassifying</u> the following positions				FTE		Value	Salary Δ	Notes	2. By <u>Adding</u> the following positions:		3. By <u>Deleting</u> the following positions:	
A. Zoning Assistant – AFSCME OA4 to AFSCME ATP4 Inspections								Both job titles have been updated to a currently recognized name that reflect the work they are doing	A. Office Manager – Inspections AFSCME ATP4 Inspections		A. Zoning Assistant AFSCME OA4 Inspections	
B. IT Administrative Assistant AFSCME OA7 to AFSCME ATP. FTE				1		\$660			B. Office Manager – IT AFSCME ATP4 Information Technology		B. IT Administrative Assistant AFSCME OA7 Information Technology	
C. After School Program Director MTP2 to MTP5 Recreation								The Recreation Dept has made significant changes in the structure of their preschool, and "after school", now Kid Care, programs.	C. Kid Care Director – Operations MTP5 Recreation		C. After School Program Director MTP2 Recreation	
D. Assistant After School Director MTP1 to MTP5 Recreation								Programs will expand with renovations at the Parmenter School to accommodate Rec Offices and additional children.	D. Kid Care Director – Curriculum MTP5 Recreation		D. Assistant After School Director MTP1 Recreation	
E. Program Supervisor – Recreation SEIU 7 to SEIU 8 Recreation				FTE	1	\$2,505			E. Kid Care Assistant Preschool Director – MTP2 Recreation		E. Sr. Clerk and Typist – COA OA2 Health and Human Services	
F. Admin. Asst./Billing Agent AYCC AFSCME ATP4 to ATP5 Health and Human Services/Arlington Youth Counseling Ctr.				FTE	1	\$3,592		This person manages the medical insurance bills of 12 FTE/11PT staff. AYCC is a non-profit.	F. Building Automation Systems Manager MTP 12 Facilities		F. Sr. Clerk and Typist – Library OA2 Libraries	
G. Clinical Director – AYCC MTP10 to MTP12 Health and Human Services/Arlington Youth Counseling Ctr.				FTE	1	\$2,393		AYCC pays 100% of the salaries. Town pays health benefits. Non-Lic staff (11) are grad student/interns who require Clinical Instructor supervision	E. Project Manager – SEIU11 Facilities		G. Superintendent of Building Maintenance SEIU 11 Facilities	
H. Director of Youth Services MTP13 to MTP14 Health and Human Services/Arlington Youth Counseling Ctr.									G. Budget Coordinator MTP10 Town Manager's Office		H. Budget Director MTP10 Town Manager's Office	
I. Working Foreman – Laborer MC7 to MC8 Public Works/Parks Division				FTE	1	1,997		Job Reflects Higher Step			I. Grants Accountant – OA5 Town Manager's Office	
J. Assistant Benefits Coordinator OA5 to OA6 Human Resources				FTE	0.8	\$739		Job Reflects Higher Step				
Total							\$11,886					

8 Requests for Reclassification

2 Denials

0 Withdrawal

2 Appeals Both

6 Accepted Reclassifications

4 Approved by Caryn

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1 works within HR - a subordinate of HR Dir.

1 determine external 3rd party best option.

DRAFT – March 4, 2024 – CW Reorg List

2024 Town Meeting Request – Positions Reclassification

1. By reclassifying the following positions

Zoning Assistant – AFSCME OA4 to AFSCME ATP4
Inspections

IT Administrative Assistant AFSCME OA7 to AFSCME ATP4
Information Technology FTE 1 \$660

Working Foreman – Laborer MC7 to MC8
Public Works/Parks Division FTE 1 \$1,997

Assistant Benefits Coordinator OA5 to OA6
Human Resources FTE .8 \$739

Admin. Asst./Billing Agent AYCC AFSCME ATP4 to ATP5
Health and Human Services/Arlington Youth Counseling Ctr. FTE 1 \$3,592

Clinical Director – AYCC MTP10 to MTP12
Health and Human Services/Arlington Youth Counseling Ctr. FTE 1 \$ 2,393

Director of Youth Services MTP13 to MTP14
Health and Human Services/Arlington Youth Counseling Ctr.

Program Supervisor – Recreation SEIU 7 to SEIU 8
Recreation FTE 1 \$2,505

After School Program Director MTP2 to MTP5
Recreation

Assistant After School Director MTP1 to MTP5
Recreation

2. By adding the following positions:

Office Manager – Inspections AFSCME ATP4
Inspections

Office Manager – IT AFSCME ATP4
Information Technology

Budget Coordinator MTP10
Town Manager’s Office

Building Automation Systems Manager MTP 12
Facilities

Project Manager – SEIU11
Facilities

Kid Care Director – Operations MTP5
Recreation

Kid Care Director – Curriculum MTP5
Recreation

Kid Care Assistant Preschool Director – MTP2
Recreation

3. By deleting the following positions:

Zoning Assistant AFSCME OA4
Inspections

IT Administrative Assistant AFSCME OA7
Information Technology

Budget Director MTP10
Town Manager's Office

Grants Accountant – OA5
Town Manager's Office

Superintendent of Building Maintenance SEIU 11
Facilities

Sr. Clerk and Typist – COA OA2
Health and Human Services

Sr. Clerk and Typist – Library OA2
Libraries

After School Program Director MTP2
Recreation

Assistant After School Director MTP1
Recreation

DRAFT – March 6, 2024 – CW Reorg. List

2024 Town Meeting Request – Positions Reclassification

1. By Reclassifying the following positions

A. Zoning Assistant – AFSCME OA4 to AFSCME ATP4 Inspections		
B. IT Administrative Assistant AFSCME OA7 to AFSCME ATP4 Information Technology	FTE 1	\$660
C. After School Program Director MTP2 to MTP5 Recreation		
D. Assistant After School Director MTP1 to MTP5 Recreation		
E. Program Supervisor – Recreation SEIU 7 to SEIU 8 Recreation	FTE 1	\$2,505
F. Admin. Asst./Billing Agent AYCC AFSCME ATP4 to ATP5 Health and Human Services/Arlington Youth Counseling Ctr.	FTE 1	\$3,592
G. Clinical Director – AYCC MTP10 to MTP12 Health and Human Services/Arlington Youth Counseling Ctr.	FTE 1	\$2,393
H. Director of Youth Services MTP13 to MTP14 Health and Human Services/Arlington Youth Counseling Ctr.		
I. Working Foreman – Laborer MC7 to MC8 Public Works/Parks Division	FTE 1	\$1,997
J. Assistant Benefits Coordinator OA5 to OA6 Human Resources	<u>FTE 0.8</u>	<u>\$739</u>
	Total	\$11,886

2. By Adding the following positions:

- A. Office Manager – Inspections AFSCME ATP4
Inspections
- B. Office Manager – IT AFSCME ATP4
Information Technology
- C. Kid Care Director – Operations MTP5
Recreation
- D. Kid Care Director – Curriculum MTP5
Recreation
- E. Kid Care Assistant Preschool Director – MTP2
Recreation
- F. Building Automation Systems Manager MTP 12
Facilities
- G. Project Manager – SEIU11
Facilities
- H. Budget Coordinator MTP10
Town Manager’s Office

3. By Deleting the following positions:

- A. Zoning Assistant AFSCME OA4
Inspections
- B. IT Administrative Assistant AFSCME OA7
Information Technology
- C. After School Program Director MTP2
Recreation
- D. Assistant After School Director MTP1
Recreation
- E. Sr. Clerk and Typist – COA OA2
Health and Human Services
- F. Sr. Clerk and Typist – Library OA2
Libraries
- G. Superintendent of Building Maintenance SEIU 11
Facilities
- H. Budget Director MTP10
Town Manager's Office
- I. Grants Accountant – OA5
Town Manager's Office

January 30, 2024

Jim Feeney, Town Manager
730 Massachusetts Ave.
Arlington, MA 02476

Dear Mr. Feeney,

The Minuteman Regional Vocational Technical School Committee approved preliminary assessments based on the 2025 Governor’s Budget House 2 at its meeting on January 29th, 2024. Assessments have been calculated based on the minimum required contributions included in the 2025 State Budget. The Minuteman School Committee will review the final budget and assessment figures based on the final approved state budget. We will send notice of revised figures, if any, after that meeting.

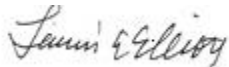
We have established the following schedule in compliance with the Minuteman School District Regional Agreement, Section IV-“Apportionment and Payment of Costs”, subsection (G)-“Times of Payment of Apportioned Costs”.

On or before August 1st, 2024	\$1,070,279		
On or before September 1st, 2024	\$1,070,278	25%	\$2,140,557
On or before October 1st, 2024	\$998,927		
On or before November 1st, 2024	\$998,927		
On or before December 1st, 2024	\$998,926	60%	\$5,137,337
On or before January 1st, 2025	\$428,112		
On or before February 1st, 2025	\$428,112		
On or before March 1st, 2025	\$428,111	75%	\$6,421,672
On or before April 1st, 2025	\$1,070,279		
On or before May 1st, 2025	\$1,070,278	100%	\$8,562,229
Total	\$8,562,229		

The FY25 budget book and assessments are posted on our website at www.minuteman.org.

Please consider this letter a request for payment according to the above schedule. If you have any questions about the assessment, please contact Nikki Andrade, Business Manager at nandrade@minuteman.org or 781-274-1033.

Respectfully,



Laurie Elliott
Treasurer

cc: Finance Committee Chair
Board of Selectmen Chair

Re: Zero Waste Arlington FY25 Budget

PS

Priya Sankalia <psankalia@gmail.com>

To:

Tara Bradley

Cc:

Charlotte Milan; **+2 others**

Mon 3/4/2024 4:18 PM

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Tara,

Here is what we've put together. Hope this works - let us know if the Committee has any questions. These are our planned expenses but everything gets voted on before we spend it.

Thanks

Affiliations - Chamber of Commerce; Town Day and Educational Conference Registrations	\$400.00
Tech - Website hosting, communications	\$500.00
Human Resources - Strategic Planning event and 5-year strategic plan for Committee	\$750.00
Printed Materials - signage for events, campaign materials, design work	\$750.00
Event Costs - pumpkin collection, sponsoring EcoFest event	\$600.00
	\$3,000.00

On Sat, Mar 2, 2024 at 8:59 PM Priya Sankalia <psankalia@gmail.com> wrote:

Hi Tara,

We'll have it for you on Monday - just waiting for Charlotte to weigh in on a couple of things.

Thanks for your patience.

-Priya

On Fri, Mar 1, 2024 at 5:29 PM Tara Bradley <tbradley@town.arlington.ma.us> wrote:

Hi all,

I wanted to follow up on this budget request. The FinCom would like a budget or plan for spending (does not need to be fancy) for our Monday meeting. Can you please send over something by Monday, 3/4 at 4pm ET that details how the committee plans to spend its FY25 proposed \$3,000 budget?

Sincerely,
Tara

Tara Bradley
Executive Secretary to the Arlington Finance Committee
Email: tbradley@town.arlington.ma.us
Cell: 802-673-2782

From: Tara Bradley <tbradley@town.arlington.ma.us>
Sent: Sunday, February 25, 2024 10:37 PM
To: Charlotte Milan <CMilan@town.arlington.ma.us>; zerowastearlington@gmail.com
<zerowastearlington@gmail.com>; Larry Slotnick <larry.slotnick@gmail.com>; psankalia@gmail.com
<psankalia@gmail.com>
Subject: Re: Zero Waste Arlington FY25 Budget

Hi all,

Wanted to send this as a reminder to please submit your budget by tomorrow, Monday, 2/26 at 4pm ET. I see that Charlotte has an OOO message. I will make note of this to the FinCom Chair should there be a delay in receiving the budget.

Please let me know if you have any questions and thank you in advance.

Sincerely,
Tara

Tara Bradley
Executive Secretary to the Arlington Finance Committee
Email: tbradley@town.arlington.ma.us
Cell: 802-673-2782

From: Tara Bradley <tbradley@town.arlington.ma.us>
Sent: Tuesday, February 13, 2024 5:30 PM
To: Charlotte Milan <CMilan@town.arlington.ma.us>; zerowastearlington@gmail.com

<zerowastearlington@gmail.com>; Larry Slotnick <larry.slotnick@gmail.com>; psankalia@gmail.com
<psankalia@gmail.com>

Subject: Re: Zero Waste Arlington FY25 Budget

Hi all

Thanks for confirming no increase.

The Finance Committee met last night and is now requesting a budget for FY25 from every Commission/Committee receiving funding.

Please submit a budget or explanation of the planned spending for FY25 no later than Monday, 2/26 at 4pm. If the committee does not receive a budget or explanation of planned spending by Monday, 2/26 at 4pm the committee will consider your commission's funding and may vote a \$0 budget for FY25.

I apologize for this change in the request. Please let me know if you have any questions.

Sincerely,

Tara

Tara Bradley

Executive Secretary to the Arlington Finance Committee

Email: tbradley@town.arlington.ma.us

Cell: 802-673-2782

From: Charlotte Milan <CMilan@town.arlington.ma.us>

Sent: Friday, February 9, 2024 11:06 AM

To: Tara Bradley <tbradley@town.arlington.ma.us>; zerowastearlington@gmail.com
<zerowastearlington@gmail.com>; Larry Slotnick <larry.slotnick@gmail.com>; psankalia@gmail.com
<psankalia@gmail.com>

Subject: Re: Zero Waste Arlington FY25 Budget

Thank you, Tara,

Zero Waste Arlington discussed the budget and they are content to remain with \$3,000.

Thank you,

Charlotte

Charlotte Milan

She/Her/Hers

Recycling Coordinator, Department of Public Works
781-316-3108
arlingtonma.gov/recycle

Reuse & Recycling Center location, by appointment
33 Ryder Street

Mailing address and DPW Administrative Offices
51 Grove Street, Arlington, MA 02476

We cannot tire or give up. We owe it to the present and future generations of all species to rise up and walk!
-Wangari Maathai

arlingtonma.gov/recycle

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@arlingtonmagov

From: Tara Bradley <tbradley@town.arlington.ma.us>

Sent: Thursday, February 8, 2024 5:35 PM

To: zerowastearlington@gmail.com <zerowastearlington@gmail.com>; Charlotte Milan <CMilan@town.arlington.ma.us>; Larry Slotnick <larry.slotnick@gmail.com>; psankalia@gmail.com <psankalia@gmail.com>



tbradley@town.arlington.ma.us