



# Ware

MASSACHUSETTS

Finance Committee  
126 Main Street  
Ware, MA 01082

## Finance Committee Meeting

Meeting Location: Selectmen's Conference Room  
Ware Town Hall – 126 Main Street

Meeting Date: Monday, December 28, 2020

Meeting Time: 3:00 pm

**Due to the outbreak of corona (Covid-19) virus, the Governor has announced an emergency order temporarily lifting the requirement of the Open Meeting Law mandating public access to the physical location of the meeting, provided there is a means of remote access.**

**The instructions to join the meeting virtually or by phone (via Zoom) are:**

**Virtually: <https://us02web.zoom.us/j/81892674171?pwd=VnMvL3BvRjBnRlM5QzZvb3ZlWlZlZz09>**

**By Phone: +1 929 205 6099**

**Meeting ID: 818 9267 4171**

**Passcode: 414060**

Meeting Agenda items to be discussed:

1. Senior Center transfer request
2. Review and Vote on Articles for Special Town Meeting
3. Annual reorganization and Chair appointment
4. Review of e-mails or correspondence

At the time of posting of this meeting notice and agenda the above items were the only items known. Should an additional item be brought forward, unless of an emergency nature, it will be placed on a future docket. The general public is invited to this and all meetings of the Ware Finance Committee. **THERE'S AN OPENING FOR ONE (1) NEW MEMBER AS OF JULY 1, 2020; APPLY ON TOWN WEBSITE ([WWW.TOWNOFWARE.COM](http://WWW.TOWNOFWARE.COM)) OR WITH TOWN MANAGER.**

Submitted by

Lynn Nenni  
Finance Committee Member

December 28<sup>th</sup>, 2020 Meeting Minutes

Finance Committee Members Present: Lynn Nenni, Devin Peterson, Ken Willette

Guests: Stuart Beckley Ware Town Manager, John Zienowicz Executive Director Council on Aging

The meeting was called to order at 3:05 pm on December 28, 2020.

**1) Senior Center transfer request from Reserve Funds in the amount of \$15,728.81.**

John Zienowicz, Executive Director for the Council on Aging reviewed the details of the request. The funds will be used to replace the control panel for the Senior Center, and to repair various components of the heating system, both items have completely failed. During the discussion it was determined that an insurance claim has been filed and is expected to cover part of the cost to repair the heating system, and could be used to offset some, but not all of the cost of the heating system repairs. Therefore, the transfer request was reduced with the understanding that the insurance proceeds could be used to offset the cost of the heating system repairs. The total amount approved was reduced by \$7,000 and approved in the amount of \$8,728.91

Motion to approve for \$8,728.91: Devin Peterson

Second: Ken Willette

Approved: Unanimous

**2) Review and vote on Articles for Special Town Meeting to be held January 19, 2021.**

The committee requested the Town Manager provide a schedule of the account balances in the unassigned fund balance, stabilization and free cash accounts presently and after, assuming approval of the warrant for the Special Town Meeting, and to include the schedule in the information packet provided to the public for the Special Town Meeting. The schedule can be used to determine whether or not the balances in the unassigned fund balance, stabilization and free cash accounts are funded at the level recommended by the Town Financial Reserve Policies.

It was noted that the Capital Planning Committee had already reviewed and approved the vehicle and equipment requests. The Committee was generally satisfied with the explanations provided in the warrant for the additional appropriations, however postponed voting on articles 23 and 25 pending further information and discussion with the Town Manager.

The committee did not vote on articles 7 and 8 as they are not budget related. The remaining articles were unanimously approved as follows.

Articles 1-6)                      Motion to approve: Ken Willette  
  Second : Devin Peterson  
  Approved: Unanimous

Articles 9-11)                     Motion to approve: Devin Peterson  
  Second: Ken Willette  
  Approved: Unanimous

Articles 12-14)                    Motion to approve: Ken Willette  
  Second: Ken Willette  
  Approved: Unanimous

Article 16)	Motion to approve: Devin Peterson Second: Ken Willette Approved: Unanimous
Articles 17-18)	Motion to approve: Ken Willette Second: Devin Peterson Approved: Unanimous
Articles 19 -22,24	Motion to approve: Devin Peterson Second: Ken Willette Approved: Unanimous

**3) Annual reorganization and Chair appointment.**

Ken Willette made a motion to approve Lynn Nenni as Finance Committee chair for the remainder of the fiscal year ending June 30, 2021.

Second: Devin Peterson

Approved: Unanimous

**4) Review of e-mails or correspondence.**

None noted.

Ken Willette made a motion to adjourn the meeting at 4:37.

Second: Devin Peterson

Approved: Unanimous

*Finance Committee Minutes – December 28, 2020*

Town of Ware					Free	Ambulance	Water	Sewer	Raise &	
Special Town Meeting					Cash	Receipts Reserved	Retained Earnings		Appropriate	
19-Jan-21					1,844,771.00	92,116.04	1,335,780.00	(12,583.00)	325,000.00	
	<b>DRAFT</b>			Required Reserve	(209,785.00)					
Article	Description	Amount	Notes	Y/N						
1	Unpaid Bills - prior fiscal year	7,286.45							(7,286.45)	
2	FY21 Budget Amendments	187,600.00							(187,600.00)	
3	FY21 Sewer Budget Amendments		DISMISS							
4	Fund OPEB	245,000.00			(245,000.00)					
5	Fund Stabilization	81,750.00			(81,750.00)					
6	Fund Capital Stabilization	81,750.00			(81,750.00)					
7	Accept MGL Ch 200A Sec 9A	n/a								
8	Amend Zoning Bylaw	n/a								
9	Fund Quaboag Connector	10,000.00			-				(10,000.00)	
10	Brookfield Institute	2,000.00			(2,000.00)					
11	Integrated Financial Software Package	99,191.00	Grant/borrow							
12	Water Service Truck	51,000.00			(6,000.00)		(45,000.00)			
13	Water Gate Valve Operator/Telescopic Valve Key	7,500.00					(7,500.00)			
14	Air Compressor - Water Dept	25,000.00			(8,000.00)		(17,000.00)			
15	Water Meter Data Collector/Meters		DISMISS							
16	Front Loader Tractor - School Dept	42,000.00			(42,000.00)					
17	Pickup Truck - School Dept	32,000.00			(32,000.00)					
18	Truck - Parks Dept	68,000.00			(68,000.00)					
19	Police Cruiser	60,000.00			(60,000.00)					
20	Payloader - DPW	210,000.00	borrow							
21	Dump Truck/Snow Plow - DPW	254,000.00	borrow							
22	Fire Truck	600,000.00	borrow							
23	Dispose of Wood/Brush-Robbins Rd	30,000.00			(30,000.00)					
24	Remove/Dispose Hazardouse Trees	65,000.00			(50,000.00)					
25	Demo 114 Main Street				(425,000.00)					
		Total Projected			(1,131,500.00)	-	(69,500.00)	-	(204,886.45)	
					Balance	503,486.00	92,116.04	1,266,280.00	(12,583.00)	120,113.55