

Memorandum

Office of the
Board of Selectmen and Town Administrator

TO: Honorable Board of Selectmen
FROM: Jill R. Myers, Town Administrator
DATE : October 22, 2009
SUBJECT: Town Administrator's Report for the BOS Meeting of October 27, 2009

FY2009 Free Cash Certification Approval by the Department of Revenue (DOR)

Based upon the unaudited balance sheet submitted, the amount of available funds or "free cash" as of July 1, 2009 for the Town of Kingston is:

General Fund	\$ 526,595
Water Enterprise Enterprise Fund	\$ 140,860
Sewer Enterprise Enterprise Fund	\$ 2,294,055

While the DOR certified the Sewer Enterprise surplus revenue account as \$2,294,055.00, this reflects the total of the Sewer operating fund and the Sewer betterment fund. The Sewer enterprise operating surplus is \$1,076,632.00. The betterment fund balance is \$1,217,423.00 and may only be used for debt service expenses.

FY2010 Budget Update

We are still awaiting the announcement of the Governor's "9C" cuts and its impact to State Aid.

FY2011 Planning

Departments continue to work on the budget submittals and narratives due on November 20, 2009.

The Plympton Board of Selectmen have called a regional BOS and FinCom meeting on October 29 at 7:00pm for the purpose of discussing the Silver Lake Regional School FY2010 and FY2011 budgets.

Fuel Oil Assistance for Veterans

Selectman Randall inquired about re-visiting offering/coordinating this program. As you may recall, the BOS discussed the potential program in September 2008. On October 25, 2008 the BOS took no action to move forward as there, "had been no interest by any residents." Sel. Randall recently spoke with Veteran's Agent Bill Martin. Mr. Martin noted the following in an email to me:

Dennis talked to me about it the other night. On surface it sounds good. Two years ago we were helping a lot of folks with oil bills, but last year we only helped two widows. We follow a process:

1. *Everyone on Chapter 115 Benefits (except medical only benefits) gets \$250/month all year round for fuel. Our clients not only have oil, but some have gas, propane – I don't think anyone has electric. We tell them they are responsible for using this money for fuel.*
2. *They must apply for fuel assistance – we help them with this – and have used up all their allotment.*
3. *They must apply to “Joe for Oil” and either have been refused (they've run out) or have used that up.*
4. *Two years ago the State came out with a special “one time deal” buying a tank of oil and continued it last year.*
5. *As a result, we only assisted two last year with actual additional oil payments.*
6. *Most of our clients are elderly and have used the same oil company for years. They would not switch easily. That company usually cleans and maintains their burner. Additionally, it has been my experience over the last 10-12 years that most oil companies in this area won't let an elderly person freeze – they would help them look for other assistance.*
7. *As a result I told Selectman Randall that while his idea had merit, I wasn't sure the final result would be worth the amount of work put in to it.*
8. *As a member of St Vincent de Paul in Kingston, we tried a similar idea three years ago. We looked for companies willing to sell oil to us on a cost plus basis. We couldn't find any companies willing to commit to a program like this and we were paying for the oil, not the client.*

I have not reached out to the vendors as I await direction from the BOS.

Other/Miscellaneous

- On 10/2 we received one proposal on the reissued RFP for Cellular Communications on the Pembroke Street Water Tank. The proposed fees are in line with what we currently receive from three other carriers at the same location - Year one is \$22,800.00 with a 3% per year escalation.
- MMA Legislative Breakfast – 10/16 at the Pembroke Public Library. Chairman MacFarlane and I attended. Much discussion surrounded retirement assessment liability with the Sheriff's departing the County system and the need for greater flexibility for health insurance plan design.
- On 10/15 Nancy participated in a Webinar provided on the Record Keeping Requirements for Personnel Files and Information. We are currently reviewing the manner in which files are kept for compliance with the Federal and State Standards.
- 10/25 (Sunday)- Two events:
11am to 2pm: Kingston Fire Department will be having an Open House for Fire Prevention at the Pembroke Street Station
2pm: Habitat for Humanity Dedication of the second Kingston home – 138 Grove Street
- Affordable Housing Plan: Joint BOS/Planning Board meeting – 10/26 at 7:00pm.

Should you have any questions regarding the foregoing, please do not hesitate to contact me. Thank you!