

Minutes

Finance Committee

February 16, 2023

Meeting called to order at 7:01 PM by Jim Sullivan

Present by ZOOM Meeting: Dan Sherman, Bill Boodry, Aimee Forsythe, Tarae Howell and David Mastroianni, Joseph Bertrand, Edward Bean, Dennis Hogan, Stefan Chase, Ellie Zuccaro and Jim Sullivan

Absent: Don Ravenelle, Brian Cusack, Evan Kenney and Doug Butler

Also, in Attendance: Town Administrator Stephen P. Maio, Town Accountant Kevin Gill, Police Chief Steven Skory, Deputy Chief Craig Calabrese, Chief Information Officer Todd Bowden, Library Director Catherine MacDonald

- 1) Public Participation: None
- 2) Motion to approve minutes of the minutes for the January 31 ,2023 Police Department Budget Subcommittee meeting by Aimee Forsythe Seconded by Ed Bean and so voted.
- 3) Motion to approve minutes of the minutes for the January 26,2023 Full Finance Committee meeting as amended by Bill Boodry Seconded by Aimee Forsythe and so voted.

Budgets were reviewed with the following noteworthy comments:

I) Town Council Budget:

Tabled as the Town Council has not approved same

II) IT Department: Total Budget request of 479,449 an increase of \$97,449 over last fiscal year.

Subcommittee member Chase commented that the increase was mainly due to migration of Office 365 to the cloud. The Committee opined on cyber security, training, the changing software licensing landscape and the level of increases in costs in future years as well as categorizing the Office 365 expenditures as contractual not sundry.

III) Police Department: Total Budget request \$6,882,140 an increase of \$158, 647 over last fiscal year.

Subcommittee Chair Boodry presented a review of the budget and noted that the budget as presented did not include any new collective bargain agreement increase as the current contract expires on June 30, 2023. The budget does include an increase of 2% for body cameras (an off-contract cycle impact bargaining issue due to a change in work conditions) as well as an increase in overtime of \$30,000 for overtime to ensure that there is adequate coverage for Sunday shifts as the staffing is currently short. Chief Skory was complimented for the overall professionalism of his department.

IV) Library: Total Budget request of \$1,929,408 with \$1867,123 coming from the tax levy and \$62,285 from available funds.

It was noted that 2 employees of the library are members of the Supervisors Union whose contract expires on June 30, 2023. Subcommittee Chair Dan Sherman and member Tarae Howell noted that the budget was very straight forward and includes Sunday hours as well as sufficient allocation for materials sufficient to maintain State Certification. Both were pleased that the library trust fund revenue increased over last fiscal year. Library Director McDonald stated that although level funded, the gas and electric expenses should be sufficient as they had demonstrated some cushion in previous years. In answering a question from the committee, Director McDonald noted that the State Library allocation was utilized for projects (digitizing old Wakefield Daily Item publications) or funding unexpected short falls. Director McDonald was complimented on the Library and its programming.

4) Committee Comments:

Chairman Sullivan mentioned that newest member Ellie Zucarro will be a member of the Health Insurance Subcommittee and that the Health Insurance subcommittee will also review Workers Compensation and General Insurance Budgets.

Chairman Sullivan mentioned that the School Budget Subcommittee was meeting and that the School Department would be in soon for a preview of their budget.

Town Administrator Maio mentioned that he hoped to receive the Initial State Budget and GIC insurance rates the first week in March.

5) Motion to adjourn at 7:45 P.M by Bill Boodry seconded by Dennis Hogan and so voted.