

## Minutes

### Finance Committee

January 28, 2021

Meeting called to order at 7:00 PM by Jim Sullivan

Present by ZOOM Meeting: Dennis Hogan, Don Ravenelle, Gerard Leeman, Brian Cusack, Dan Sherman, Joanne Reilly, Bill Boodry, Aimee Forsythe, Evan Kenney, Stefan Chase, Joe Bertrand, Tarae Howell, Douglas Butler, David Mastroianni, and Jim Sullivan

Also, in Attendance: Town Administrator Stephen P. Maio, Town Accountant Kevin Gill

- 1) Public Participation: None
- 2) Motion to approve minutes of the minutes for the October 29, 2020 Full Finance Committee meeting by Dan Sherman Seconded by Joe Bertrand and so voted.
- 3) Motion to approve minutes of the minutes for the January 14, 2021, Forecasting Sub-Committee meeting by Gerard Leeman Seconded by Doug Butler and so voted.
- 4) Forecasting Subcommittee Chair Dan Sherman presented an overview of the FY2022 Forecast and beyond. Our predictions seem to be in line and the committee seems "cautiously optimistic". Key areas discussed were State Aid and Local receipts.
- 5) Town Hall Budget Subcommittee Chair Evan Kenny presented an overview of the Town Hall Budgets presented. The committee reported that the Town Hall Budgets appeared to be transparent and appropriate with the increases related to contractual obligations. In totality, the budgets reflect an increase of 1.35% over FY 2021. This increase includes an expected Cost of Living Increase for the clerical union.
- 6) The following FY2021 Budgets were presented:
  - 1) Budget #5 – Legal
  - 2) Budget #11 – Election Expense
  - 3) Budget #12 - Finance Committee
  - 4) Budget #13 - Conservation Commission
  - 5) Budget #15 – Board of Appeals

- 6) Budget #18 – Fire Alarm/Traffic Signals
- 7) Budget #22 – Animal Inspector
- 8) Budget #24 - Parking Clerk
- 9) Budget #25 – Council on Aging
- 10) Budget #27 – Recreation
- 11) Budget #28 - Veteran Services
- 12) Budget #36 – Street Lights
- 13) Budget #38 – Historical Commission
- 14) Budget #41 – Unemployment
- 15) Budget #42 – Reserve Fund
- 16) Budget #44- Professional Medical

7) Committee Comments:

- a) The Committee discussed the wisdom of placing the Re-evaluation costs for the outside consultant in an article verses the budget. Management is in favor of the Article approach.
- b) The Committee discussed the importance of increasing the amount of the Reserve fund as the proposed amount of \$300,000 reflects 29% of operating budgets and we would like to be closer to 50%. Town Administrator Maio and Town Accountant Kill will review with the Town Council and report back at a later meeting.
- c) The Committee discussed whether there would be any changes in the MGLD Pilot program or the fee for street lights. These items should be reviewed for Fiscal Year 2023.
- d) Chairman Sullivan presented the proposed schedule for the next few months and reminded subcommittees to schedule their meetings in compliance with the Open meeting law.
- e) Next meeting February 11, 2021 @7PM. Expected budget presentations include Police, IT, Town Council and Library.

- 8) Motion to adjourn at 8:36 P.M by Doug Butler seconded by Joanne Reilly and so voted.