

Financial Matters Sub-Committee June 17, 2020

Minutes

Members present: Christine Saulnier, Chair, James Broderick, Michael Kane, Thomas O'Connor, Mary McNally, Diane Bishop, Ryan Quimby, Kathleen Hill (ex-officio, non-voting)

The meeting was held in the Media Room of the Council on Aging, compliant with COVID-19 guidelines, and was called to order by Chris Saulnier at 10:06am.

The first item of discussion was review and approval of the minutes of June 10, 2020. Jim moved to approve the minutes seconded by Mike. The minutes were approved unanimously 5-0-0.

Chris returned to the discussion of funding in the police department budget for a greeter. It was noted that with dispatch operations moving to WESTCOMM on July 1, 2020 the need still exists to have an individual in the capacity of responding to non-emergency calls and other public inquiries. A variety of options on how to schedule hours to cover as much time as possible continued. Mary cautioned the committee that its role was to establish a line item amount only, and the matter of how to schedule fell completely into the domain of the Chief's responsibility. Chris agreed and suggested that an amount of \$63,838 for this purpose. Ultimately, it was agreed by consensus that \$66,128 be allocated for the greeter position. Tom suggested that an asterisk (*) be placed at this amount to be revisited later, if necessary.

The discussion moved to a review of the Capital Planning final recommendation. Chris indicated that the total amount of recommended projects totaled \$1,015,092 inclusive of bonding and debt service costs. She noted that current funds in both the Water and Sewer Enterprise accounts would be used to cover debt services costs associated with capital purchases, by bonding, for \$1,030,858 in the Water Fund, and 504,908 in the Sewer Fund. Mike noted that these recommendations have to sync with the total FY21 budget recommendations and pending further information from the Commonwealth on state funding, may still require additional adjustments. Mary noted that current furloughed employee salaries are included in full in the June 12, 2020 budget submittal. She also indicated that the Commonwealth will use a 1/12 budget process for the foreseeable future.

Finally, Chris recommended that the committee make its final adjustments to the proposed FY21 budget on June 24 and present it to the Town Council at its July 14, 2020 meeting. This meeting will serve as the required public hearing for the annual budget and will be so advertised on the website and in the Reminder.

Jim made a motion to adjourn (seconded Tom). The motion to adjourn was approved unanimously 5-0-0. The meeting adjourned at 11:06am

Respectfully submitted,
Kathleen Hill
Ex-officio (non-voting)