



**Advisory Committee Meeting Minutes**  
**Monday, July 10, 2023**  
**Scituate Maritime Center, 138 Edward Foster Rd – 7:00 pm**

**Committee Members Present:** Elise Russo, Vice-Chair; Lynda Ferguson, Dan McGuiggin, Patrice Metro, Missy Seidel, Marc DiCosimo and Jerry Kelly

**Committee Members Not in Attendance:**  
Jamie Gilmore; Chair, Conor Doherty

**Also in Attendance:** Nancy Holt, Finance Director/Town Accountant

Ms. Russo called the meeting to order at 7:02 p.m.

**Ms. Metro made a motion to accept the agenda which was seconded by Ms. Seidel and voted unanimously in favor (7-0).**

**Mr. Kelly made a motion to accept the minutes of the June 1, 2023 meeting which was seconded by Mr. McGuiggin. The minutes were voted majority in favor (5-0-2).**

*FY23 Year-End Transfers*

Ms. Holt reviewed the year-end transfers.

**Mr. Kelly made a motion to approve the FY23 year-end transfers as presented which was seconded by Ms. Metro; the Committee voted unanimously (7-0).**

*Other Business*

Ms. Holt advised members that the October 16, 2023 special town meeting warrant would open the following day. Mr. Kelly updated members that the School Building Committee will likely be at the Hatherly School site for PK-5. Mr. McGuiggin noted that he attended the Pier 44 Redevelopment meeting and informed members that the architect is still leaning towards a park and potential parking up Jericho Road after the water mains are replaced.

Ms. Metro brought up the discussion of meeting formats for future meetings.

**Ms. Metro made a motion to adjourn the meeting which was seconded by Mr. McGuiggin at 7:45 p.m.; the Committee voted unanimously in favor (7-0).**

Respectfully Submitted,

Nancy Holt  
Recorder

## FY 2023 Year-End Transfers (MGL c. 44 s33B)

Subject to change prior to vote if new information received

Item #	Account Description	From/To Account #	Transfers In	Transfers Out	FY23 Budget	Expended YTD	Projected Turnback	Comment
1	Treasurer Collector Printing & Forms	1145540.542500	\$1,500		\$ 7,000	\$ 9,334	\$ -	New contract
	Treasurer Collector Salaries	1145510.511000	\$550		\$ 327,870	\$ 322,042	\$ -	15 yr step increase
	Treasurer Collector Postage	1145520.534400		\$2,050	\$ 48,500	\$ 42,418	\$ 6,000	Unused budget
	Board of Health PT Salaries	1510510.518000	\$600		\$ 14,624	\$ 14,639		Additional hours for surges
	Board of Health Technical Services	1510520.530900		\$600	\$ 9,250	\$ 7,828	\$ 1,422	Unused budget
	Library - Electricity	1610520.521100	\$10,000		\$ 49,000	\$ 55,292	\$ -	Escalated electricity costs beyond budget
	Library - Books & Media	1610540.542300	\$1,000		\$ 130,000	\$ 130,852	\$ -	Rising costs of materials
	Library - Overtime	1610510.512000		\$9,500	\$ 22,197	\$ 12,647	\$ 9,550	Option to take comp time rather than pay
	Library - PT Salaries	1610510.518000		\$1,500	\$ 207,598	\$ 200,260	\$ 4,440	variable
	Unemployment	1913515.519900	\$25,000		\$ 65,000	\$ 64,683	\$ -	Waiting on fraudulent claims to be reversed
	Contributory Group Health Insurance	1914515.519900		\$25,000	\$ 6,833,077	\$ 6,679,379	\$ 153,698	Variable on enrollment
	Facilities - Electricity - Old Gates	1410520.521116	\$25,000		\$ 25,000	\$ 48,243		Escalated electricity costs beyond budget
	Facilities - Electricity - PSC	1410520.521110	\$15,000		\$ 122,000	\$ 136,489		Escalated electricity costs beyond budget
	Facilities - Electricity - Town Hall Comp	1410520.521108	\$30,000		\$ 20,000	\$ 48,496		Escalated electricity costs beyond budget
	Facilities - Fuels & Lubricants	1410540.548100		\$30,000	\$ 282,054	\$ 251,207	\$ 30,847	Moderation of costs
	DPW Highway-Salaries	1422510.511000		\$55,600	\$ 608,120	\$ 507,342	\$ 70,535	Vacancies
	Street Lights - Electricity	1424520.521100	\$16,000		\$ 125,000	\$ 124,744	\$ -	Escalated electricity costs beyond budget
	DPW Public Grounds Salaries	1429510.511000		\$30,000	\$ 487,115	\$ 431,508	\$ 48,015	Vacancies
	DPW - Engineering Technical Services	1411520.530900	\$79,600		\$ 92,950	\$ 92,950	\$ -	Stockbridge Landfill study-additional services
	Veterans - Subsistence Support	1543520.578100		\$50,000	\$ 115,500	\$ 41,816	\$ 73,684	Moved onto federal benefits/passed away
	<b>Total General Fund</b>		<b>\$204,250</b>	<b>\$204,250</b>				
2	Sewer - Electricity	64440520.521100	\$123,000		\$ 412,446	\$ 496,101	\$ -	Escalated electricity costs beyond budget
	Sewer - Technical Services	64440520.530900	\$35,000		\$ 64,500	\$ 56,347	\$ -	Fiber project
	Sewer - Overtime	64440510.512000		\$15,000	\$ 69,609	\$ 44,037	\$ 20,000	Limited storms, management
	Sewer - Seasonal Salaries	64440510.519000		\$14,000	\$ 14,700	\$ -	\$ 14,700	Vacancy
	Sewer - Interest on ST Debt	64440590.592500		\$40,000	\$ 129,150	\$ 40,213	\$ 41,708	Less funds borrowed in FY23
	Sewer - Chemicals & Lab Supplies	64440540.550100		\$89,000	\$ 323,481	\$ 197,285	\$ 109,184	Budget increased for 77% increase in costs
	<b>Total Sewer Enterprise</b>		<b>\$158,000</b>	<b>\$158,000</b>				
3	Water - Equipment	65450580.585100	\$386,000		\$ 28,130	\$ 1,849	\$ -	Open PO for contactor at OOB for manganese
	Water - Technical Services	65450520.530900	\$23,000		\$ 75,000	\$ 97,784		Fiber project
	Water - Printing & Forms	65450520.534300	\$5,000		\$ 10,000	\$ 14,908	\$ -	New contract
	Water - Repair & Maintenance	65450520.524200	\$40,000		\$ 135,000	\$ 160,988	\$ -	Aging infrastructure
	Water - Equipment Parts	65450540.543100	\$35,000		\$ 15,000	\$ 31,452	\$ -	Aging infrastructure
	Water - Principal on LT Debt	65450590.591000		\$489,000	\$ 2,117,790	\$ 1,606,200	\$ 511,590	Expected debt payment delayed one year by Clean Water Trust
	<b>Total Water Enterprise</b>		<b>\$489,000</b>	<b>\$489,000</b>				

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4	Widows Walk-Rentals & Leases	61661520.524000	\$11,600	\$	76,000	\$	62,711	\$	13,289	Lease matured
	Widows Walk-Cart Supplies	61661540.542200	\$6,000	\$	12,000	\$	17,994	\$	-	Business is robust
	Widows Walk-Range Supplies	61661540.542400	\$3,600	\$	5,000	\$	8,521	\$	-	Business is robust
	Widows Walk-Merchandise Supplies	61661540.542100	\$2,000	\$	70,000	\$	71,880	\$	-	Business is robust
	<b>Total Widows Walk Enterprise</b>		<b>\$11,600</b>	<b>\$11,600</b>						

Total Transfers Out \$862,850  
Total Transfers In \$862,850

Approved Amount

+862,850

Date 7/11/2023

Disapproved Amount

+862,850

Date 7/11/2023

Melissa Curran

(5-0)

Select Board Chair

Approved Amount

+862,850

Date 7/10/2023

Disapproved Amount

+862,850

Date 7/10/2023

Jamie Gilmore

(7-0)

Advisory Committee Chair, Jamie Gilmore