

TOWN OF SCITUATE  
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**Advisory Committee Meeting Minutes**  
**Monday, July 12, 2021**  
**Zoom Video/Audio Conference – 5:30 pm**

*Pursuant to Chapter 20 of the Acts of 2021, Scituate Advisory Committee Members will hold the July 12, 2021 meeting via Zoom Video and/or Audio (Dial-for those with only phone access). All participants will participate remotely.*

*The Advisory Committee would like to thank Scituate TV for their assistance in scheduling this meeting.*

**Committee Members Present:** Jerry Kelly; Chair, Dan McGuiggin, Jamie Gilmore, Lincoln Heineman, Lynda Ferguson, Michael Westort and Missy Seidel

**Committee Members Not in Attendance:**  
Patrice Metro and Elise Russo

**Also in Attendance:** Nancy Holt, Finance Director/Town Accountant; Karen Connolly, Select Board Chair

**Mr. Kelly called the meeting to order at 5:30 p.m. Mr. Gilmore made a motion to accept the agenda which was seconded by Ms. Seidel and voted unanimously in favor (5-0) by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Mr. Heineman-yes, Ms. Seidel-yes and Mr. Gilmore-yes.**

*Ms. Ferguson joined the meeting.*

**Mr. Kelly called for a motion to accept the minutes of the April 12, 2021 and June 28, 2021 meetings. Ms. Holt noted she amended the June 28, 2021 minutes for the missing vote relevant to the \$206,158 transfer. Mr. Kelly called for a motion of minutes as amended. Mr. Gilmore made a motion to accept the April 12, 2021 minutes and the June 28 2021 minutes as corrected which was seconded by Ms. Seidel. The minutes were voted in favor 6-0 by roll call vote for April 12, 2021; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. Heineman-yes and Mr. Gilmore-yes. And in favor 5-0-1 June 28, 2021 as corrected Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. Heineman-abstain and Mr. Gilmore-yes.**

## Year-End Transfers

Mr. Kelly explained that the meeting was relevant to year-end transfer #1 presented at the June 28, 2021 meeting from Contributory Group Insurance to OPEB Liability. He noted the first option before the Committee tonight was to take a vote of \$206,158 which would result in no transfer as it does not agree to the vote of the Select Board. The second option would be a vote of \$100,000 which would result in a transfer being made to the OPEB Liability fund. A third option is not to take any vote and let the funds close out to free cash. The final option was to approve the \$100,000 transfer with the further recommendation that additional funds be transferred from meals tax or room occupancy tax at the fall town meeting.

Mr. Gilmore asked the procedural element to make the transfer from the room occupancy tax to the OPEB Liability fund and did it have to go before the town for a vote. Ms. Holt confirmed it did have to go to town meeting. Mr. Gilmore asked if there had been a compromise amount brought forward at the Select Board meeting and Mr. Kelly replied in the negative. Ms. Connolly noted that she appreciated the Advisory Committee's opinion and concerns, especially on OPEB. She further noted that the members of the Select Board felt they had met their obligation to fund the liability based on the current funding policy and that the \$100,000 was a compromise.

Mr. Gilmore noted that the liability was 50 years in the making and that the current funding was insufficient for a liability of \$129M; the liability amount was confirmed by Ms. Holt. Mr. Heineman asked what capital projects were of concern for the Select Board that they did not want to transfer the original proposed amount and Mr. Kelly listed ADA compliance and some other projects.

Mr. Kelly noted that the Advisory Committee had discussed the issue robustly and asked of any further discussion on the matter. Mr. Heineman stated he was of two minds on the matter that not taking any vote would send a message but it may not be heard. He further stated that the Advisory Committee should make an amendment to the FY23 budget to the OPEB Liability amount.

*Mr. Westort joined the meeting.*

**Mr. Kelly made a motion approve the Select Board reduction to \$100,000 of the year-end transfer from the Contributory Group Insurance to the OPEB Liability fund and the additional recommendation that additional funds be allocated to the OPEB Liability fund at the special town meeting which was seconded by Mr. Heineman and voted in favor (7-0) unanimously by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. Westort-yes, Mr. Heineman-yes and Mr. Gilmore-yes.**

## Re-Organization of Committee

Mr. Kelly noted there would be another meeting this summer to discuss the re-organization. Mr. Kelly stated he would get the current terms for everyone from the Town Clerk and would circulate the information to members. Ms. Connolly thanked the members for their hard work.

**Mr. Kelly made a motion to adjourn the meeting which was seconded by Ms. Seidel at 5:47 p.m.; the Committee voted unanimously in favor (7-0) to adjourn by roll call vote; Mr. Kelly-yes, Mr. McGuiggin-yes, Ms. Ferguson-yes, Ms. Seidel-yes, Mr. Westort-yes, Mr. Heineman-yes and Mr. Gilmore-yes.**

Respectfully Submitted,

Nancy Holt  
Recorder